Oldbury on Severn Parish Council

Minutes of the Communications Committee meeting held on Monday 16th August at 7pm via Zoom.

Present: Chairman Cllr Sheila Bedford, Cllr Matthew Riddle, Cllr Keith Sullivan, webmaster Roger Davis and Angela Conibere

Apologies: None received

Clerk: Victoria Bailey

To approve the minutes of the last meeting held on 14thth June 2021

SRB proposed minutes be accepted; unanimously agreed by committee

1. Update on Website

At present both the old and a new Oldbury on Severn website are running; RD would like to replace the old website address with the new one as soon as possible. KS keen to move things forward as it is confusing for people searching for information. Discussion over issues with updating the community calendar; Roger does not have access or passwords for it.

SRB reported that the hall and PFC are interested in a new bookings system. It was decided that VB will present three different booking systems linked to the website to the pavilion and hall at a meeting for representatives of the hall and pavilion; until then RD will continue to attempt to access the old websites calendar.

Action
VB to research three different cloud based booking systems; book hall for presentation
Action
RD to check how well the systems will work on the new website

KS concerned as he couldn't find much relating to the Neighbourhood Plan (NDP) on the new website; SRB said the old website is running alongside the new website while information is being transferred across. SRB stated that as soon as all was ported then the old website would be deleted. MR asked if it was possible to boost the new website higher than the old website in search engines; RD replied unfortunately this isn't possible.

VB suggested promoting the website through a quiz with a prize draw; it could feature in 4Ward and answers could be submitted via the new website. Idea was well received.

SRB has taken a full page advert out in 4Ward informing residents of the new website address and encouraging parishioners to contact her with items for the news desk. KS advised SRB to remove a news desk item on work in Featherbed Lane; SRB will do so.

Action
SRB to write a 10 question quiz relating to the parish; circulate to Communications Committee for responses then KS will organise going into 4Ward
SRB to find a prize for the quiz

KS asked RD to put a sign on the old website redirecting visitors to the new website

Action
RD to put a notice on old website and direct visitors to new website

2. Update on 'Welcome Packs'

AC reported she will deliver new packs in Shepperdine; Sandra Grey is the Shepperdine contact. SRB needs an updated list from AC. AC has done nearly half of the ten new residents on the list. SRB will add Cinema Club leaflets to the pack. SRB will make sure the new website address is on the welcome packs.

3. Update on noticeboards

AC happy with central noticeboard. Shepperdine is looking smart (thanks expressed to Sandra Grey for maintaining it.) Playing Fields noticeboard now shared between Denise and Lisa.

Action
SRB to check on whether the Perspex has been replaced in the pavilion noticeboard

To receive any other items of report

Dog fouling seems to have improved within the parish

Meeting closed 20.10

To confirm date and time of next meeting: 7pm on Monday 11th October on Zoom