



Oldbury on Severn Parish Council

Minutes of the Communications Committee Meeting held on Monday 14th June 2021 at 6.30pm via Zoom

Present: Chair Cllr Sheila Bedford, Cllr Matthew Riddle, Webmaster Roger Davis

Apologies: Cllr Keith Sullivan

Absent without apologies: Angela Conibere

Clerk: Victoria Bailey

Please note that due to Roger Davis being late the meeting did not follow the published Agenda order

The minutes of the last meeting held on 12th April 2021 were approved by SRB and MR

1. Update on 'Welcome Packs'

SRB has sent 10 'Welcome Packs' to Angela Conibere and they are still being distributed to new residents. SRB awaiting an update from AC and a list of who has been given a 'Welcome Pack'

2. Update on noticeboards

VB reported all noticeboards are in fairly good order; an update on the large Pavilion noticeboard will be received in July

Action

VB to add 'Playing Field noticeboards' to the PFC Agenda for their next meeting on July 1st 2021

3. Update on 'Dog Poo' fairy posters

SRB was pleased to report all the original 'Dog Poo Fairy' posters are still in place. MR noticed less dog mess in Shepperdine so it was agreed the posters seem to producing the desired effect and that there is less dog waste in the parish. SRB asked VB to remove this from the Agenda.

Action

VB to remove this item from future Communication Committee Agendas

Roger Davis joined the meeting at 18.48

4. Update on website

SRB received the agreement of the committee to 'go live' with the website this week. SRB is still awaiting information from several local groups; the committee agreed that Roger should port any information over from the old website and if groups want to change their details they can do so at a later date.

It was agreed that the Strategic Plan and Neighbourhood Development Plan would share the same webpage as the Council Minutes and when they are updated there will be a 'newsflash' on the Home Page to direct users to the Plans.

VB discussed her concerns with Roger over the need to upload Agendas within 12 hours of receiving them from VB. SRB suggested sending Roger a list of dates when he will receive Agenda's so that he can add them to his calendar as a reminder that an Agenda would need to be uploaded by 6pm that day from VB. This was seen as a very good idea by all.

Action

VB to send Roger list of dates for Agenda's to be published

VB asked Roger to ensure the Oldbury on Severn website is compliant to WCAG 2.1AA accessibility guidelines and will send him SLCC advice on this. VB updated the committee that 2000 randomly selected Parish Council websites are being audited and assessed in terms of accessibility and compliance and it is essential Oldbury on Severn's website is.

Action

VB to send Roger SLCC website compliance advice

To receive any other items of report

VB asked SRB if she would like to continue using Zoom for Communication Committee meetings; SRB responded that she would for the time being; when the website is fully running she may wish to return to face to face meetings and Roger could send a report rather than attend in person should he wish

To confirm date and time of next meeting

Monday 9th August via Zoom at 7pm

Meeting closed 7.20pm

Signed Chair Cllr Sheila Bedford.....