Oldbury on Severn Parish Council

Minutes of the meeting of the Communications Committee held on Monday 8th February 2021 at 6.30pm Via Zoom

Present: Chairman Cllr Sheila Bedford, Cllr Matthew Riddle, Cllr Keith Sullivan, Angela Conibere

Apologies: Peter Farrell

Clerk: Vicky Bailey

Note: MR left after Item 4; KS joined at Item 4 and reviewed previous items discussed.

SRB asked minutes of the last meeting held on 14th December 2020 to be approved; all in favour

1. Website

1.1 To note usage statistics

PF had not provided the statistics so no discussion was held on usage statistics

1.2 Website going forward

SRB informed the committee that her and KS had informally met and discussed the continuation of PF's contract. It was agreed by all to not renew his contract. SRB has asked a web designer, Roger (surname?), for a quote for the development and maintenance of the website. She is expecting a quote within the next couple of days. SRB will send the committee his quote and a few links to his other websites.

The committee agreed to meet, via Zoom, on Thursday 11th February at 3pm to look through Roger's quote and examples of his work. After that SRB suggested another meeting to work through the framework/ content of the website. This date will be set after the quote had been discussed.

SRB wants website ready to go live by 1st April. SRB will let PF know as soon as the committee are happy with the new website that PF's contract will not be renewed. SRB said the current OoS website will continue to run while the new one is developed and there ought to be a smooth handover. KS concerned over PF hosting email; SRB said this is likely to be managed by the new provider with no issues.

2. Budget for 2021 - 2022

It was decided not to discuss this idea until the quote from the new website was available.

3. Update on 'Welcome Packs'

AC reported that she has two 'Welcome Packs' left; one was needed for Pool Farm. SRB has more cards from local artist Lorna Page and printed letters from The Anchor. The Anchor have asked SRB to produce a list of who has vouchers so SRB will work this out with AC.

AC was thanked for her work.

4. Update on noticeboard

VB reported she had updated the noticeboards with information on how to contact the Clerk as well as an Agenda for the next Memorial Hall meeting. She noticed the calendar needs updating so will print and laminate the 2021 calendar of meetings. VB reported Shepperdine's notice board to be clean and in good order but that she will take cleaning equipment for the two village notice boards when she updates the calendar next week.

SRB will ask Mike Pheysey to check the information on the Pavilion notice board in case any of it could be removed.

All thanked Julie Gray for her upkeep of the Shepperdine noticeboard.

Any other items of report

SRB showed 'There's no such thing as a Dog Poo Fairy' poster (of which she has ten correx copies) to the committee; all thought it was fantastic and thanked SRB for organising it. SRB has spoken with Julie Gray who suggested her husband Richie will mount two of the posters on wooden posts and put them up in Shepperdine.

SRB asked the committee for further suggestions of where they should go. AC suggested outside the shop, VB suggested by the school. KS reminded the committee that the posters could be photocopied so not to use the correx ones inside the noticeboards.

It was decided that the correx posters were best placed:

2 in Shepperdine

1 in West End

1 by entrance of Sailing Club

1 by the gate next to the Sailing Club halfway up the track

1 outside the Village Shop

1 by the school

KS suggested John Phipps to mount the posters onto posts and put them in place and will give his details to SRB who will contact him.

KS recommended putting the posters near the hedge rather than in the open along the Sailing Track so they'll be less exposed. All agreed this was a good idea.

To confirm date and time of next meeting

6.30pm on Monday 12th April 2021 via Zoom

Meeting ended 7.33PM