



**BRIDLINGTON TOWN COUNCIL**  
**Minutes of the Newsletter Committee**  
**held on 26th April 2012 in the**  
**Councils Offices, 62 Quay Road, Bridlington**

**Present:** Councillors S Finlay, J Foster & C Marsburg.  
Minutes of the meeting were taken by Mrs King.

**34.11 Apologies for absence:**

**RESOLVED:** *Apologies from Councillor's M Charlesworth & M Milns were received and accepted.*

**35.11 Code of Conduct declarations of Personal and/or Prejudicial interest in items on the agenda the Nature of the Interest and Registration of Gifts:**

**RESOLVED:** *There were none.*

**36.11 Public Participation session to include items on the agenda (two minutes per person - maximum of fifteen minutes) (to include members of the Public and Councillors with prejudicial interests):**

**RESOLVED:** *There was no public participation.*

**37.11 To review the Spring edition 2012:**

The Committee considered that the Mayors photograph should include the whole of the Mayors chain. The committee noted that many coins had been handed out. The publicity the Sports Relief event received from the Bridlington Town Council's newsletter helped to ensure the success of the event. The Town Crier is now in post and has undertaken three official engagements since the newsletter was printed. There were no grammatical errors reporting in the Spring edition and the edition was considered very successful with regards to layout, content and gained revenue from advertising.

**38.11 Advertising and sales:**

The committee received the news of the sale of a yearly advertising double space.

**RESOLVED:** *The committee where possible to seek more advertising and to assist committee members a costing guide will be distributed.*

**39.11 Distribution issues:**

The committee received an update of reported distribution issues and the action taken.

**RESOLVED:** *To contact BKR Distribution to convey thanks for the provision of a good service.*

**40.11 Newsworthy items to be included in the Summer Edition to include the following:**

- ☼ Town Crier – First official engagement report
- ☼ Bridlington in Bloom competition – Business and Private
- ☼ Dog Warden information to include a surgery, contact, stencils and leaflet
- ☼ Small grants notification
- ☼ Contractor advertising
- ☼ Olympic torch event
- ☼ Jubilee events

- ☼ Memorial Plaque Flagpole hand over
- ☼ Parkinson's week

#### **41.11 Newsletter working group dates:**

**RESOLVED:** *The newsletter working group would meet Thursday 17th May & 31st May at 11am.*

#### **42.11 Deadline dates for the Summer edition:**

**RESOLVED:** *To arrange for advertising and editorial copy by Thursday 14th June 2012 to enable the edition to be approved at the Full Council meeting on 20th June 2012. To arrange distribution of the Spring Newsletter for Monday 2nd July 2012.*

**Signed:**

**Date:**

**Mayor of Bridlington**