



**BRIDLINGTON TOWN COUNCIL**  
**Minutes of the Newsletter Committee**  
**held on 27th October 2016 in the**  
**Bridlington Town Councils Offices, 62 Quay Road, Bridlington**

**Present:** Councillors C Croft, Finlay, Foster & Marsburg.  
Notes of the meeting were taken by Mrs Exon.

**11.16 Apologies for absence:**

**RESOLVED:** *Apologies from Councillor \_B Croft were received and accepted.*

**12.16 Declarations of Interest:**

a) To record declarations of interest by any member of the council in report of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.

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

b) To note dispensations given to any member of the council in respect of the agenda items listed below.

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

**13.16 Public Participation session to include items on the agenda (two minutes per person - maximum of fifteen minutes):**

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

**14.16 Autumn 2016 Edition Review:**

The committee discussed the Autumn edition.

**RESOLVED:** *Committee felt that the Autumn edition had a very good front page and overall content. The committee were very pleased to have been able to accommodate the banner for the hospital shuttle bus.*

**15.16 Advertising and Sales:**

The committee discussed the selling of advertising space.

**RESOLVED:** *The committee to continue to seek advertising sales and were pleased that Headlands School are continuing to advertise.*

**16.16 Deadline dates for the Community Newsletter Edition 2016/17:**

To ensure that the edition is prepared for printing the committee agreed deadline dates:

**RESOLVED:** *To produce an A3 Community Newsletter with a deadline date of 13.12.16 for approval at full council on 14.12.16. To arrange for distribution of the Community Newsletter for week commencing 02.01.17 and to the following outlets:*

- *West Hill Community Centre*
- *The Hinge Centre*
- *Bridlington North Library*
- *Bridlington Central Library*
- *Swan House, Victoria Road*
- *Medical Centre, Practice 1, 2 & 3, Station Avenue*
- *Manor House Surgery*
- *Field House Surgery*
- *Salvation Army*
- *Quay Centre Christ Church*
- *Langton Opticians*
- *Business database via email.*

*The Committee would like the finance committee during budget decisions to consider whether to return to four glossy newsletters per year with full distribution.*

**17.16 Working Group Dates:**

To ensure ease of compilation the newsletter working group agreed to meet.

**RESOLVED:** *The dates for the newsletter working group to meet are:*

- *Tuesday 22nd November 2016 at 11am*
- *Tuesday 6th December 2016 at 12 noon.*
- *Monday 12th December 2016 at 12 noon.*

**18.16 Newsworthy items for the Community Newsletter Edition:**

- Christmas Event
- Christmas Ice Rink
- Christmas Card Winner
- Christmas Window Winner
- New Year message
- Future dates for diaries
- Flying a Flag for the Commonwealth

Signed: 

**Mayor of Bridlington**

Date: 16.11.16