



BRIDLINGTON TOWN COUNCIL
Minutes of the Newsletter Committee
held on 25th October 2012 in the
Bridlington Town Councils Offices, 62 Quay Road, Bridlington

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

14.12 Apologies for absence:

RESOLVED: *Apologies from Councillor Charlesworth were received and accepted.*

15.12 To receive Code of Conduct declarations of Pecuniary and Non-Pecuniary Interest in items on the agenda the Nature of the Interest and Registration of Gifts:

RESOLVED: *There were none.*

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

RESOLVED: *There was no public participation.*

17.12 Autumn 2012 Edition Review:

The committee discussed the autumn edition.

RESOLVED: *The Committee resolved that the edition was a very good edition.*

18.12 Advertising and Sales:

The committee discussed the selling of advertising space.

RESOLVED: *The committee resolved to continuously seek to attain advertising for the newsletter. Councillor Finlay reported that she could have attained another advertiser with the use of social networking.*

19.12 Future Editions:

The committee discussed the costs of producing a full colour glossy A3 edition and the current budget limitations. The committee discussed the option of an office produced A4 newsletter for distribution to Community Centres, Libraries, BTC Website and digital distribution list to enable to fit within the budget constraints.

RESOLVED: *The committee resolved to produce a Community A4 office produced newsletter for the beginning of the Year and to produce one full glossy A3 edition for the spring edition. The Committee resolved to produce three full colour glossy A3 editions and one A4 colour office produced Community Newsletter for the next financial year.*

20.12 Newsworthy items for the Next Editions:

New Year Community A4 Edition:

- a. New Year's Message from the Mayor and BTC:
- b. Report and photos of the Christmas Event:

- c. Small Grants – Could you benefit – completed forms 25.02.13:
- d. Credit Union – Mayor’s visit:

Spring A3 Glossy Edition

- e. Planted areas in Bridlington (covered by Special Expenses):
- f. Lobster nurseries
- g. Skatepark Event

21.12 Deadline dates for Future 2012 Editions:

To ensure that both the editions are prepared for printing a community Newsletter in January and a full edition in the Spring.

RESOLVED: *To arrange for the community newsletter to be ready to go to print in December 2012 to be distributed in January 2013. To arrange for advertising and editorial copy for the Spring edition by Tuesday 12th March 2013 to enable Council to approve. To arrange the distribution of the Spring Newsletter for week commencing 1st April 2012.*

24.12 Dates for the newsletter working group to meet:

RESOLVED: *The newsletter working group resolved to meet on Thursday 8th November 2012.*

Signed:

Date:

Mayor of Bridlington