



BRIDLINGTON TOWN COUNCIL
Minutes of the Newsletter Committee Held on 24th January 2024
in the Bridlington Town Council Offices, 2A Marshall Avenue, Bridlington 12:15pm

A meeting was held with Councillors Marsburg, M Milns, T Milns, Pollard and Andy Walker in attendance.
The Responsible Financial Officer facilitated and minuted the meeting.

29.23 The Chairman, Councillor T Milns, welcomed everyone to the meeting and read out the recording and fire declaration.

30.23 Apologies:

RESOLVED: *Apologies were received and accepted from Cllr R Arrand.*

31.23 Declarations of Interest:

- a) To record declarations of interest by any member of the council in the 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 by any member of the council in respect of the agenda items listed below.

RESOLVED: *There were none.*

32.23 Public Participation session to include items on the agenda (two minutes per person – maximum of 15 minutes) to include members of the Public and Councillors with non-pecuniary interests

RESOLVED: *There were none.*

33.23 To review the Bridlington Town Council Winter 2023 Edition:

RESOLVED: *The Newsletter Committee considered the edition and resolved that they were happy with the Winter Edition.*

34.23 Advertising and Sales:

RESOLVED: *The Newsletter Committee noted the volume of advertising for the Winter newsletter and noted the number of planned adverts for the Spring edition and resolved for Members to seek more advertisers.*

The Newsletter Committee also noted that the shortfall in the budget versus sales of the three adverts means that the newsletter is produced at a loss, however it is considered worth the cost as it ensures that a physical copy of the newsletter, that contains information to assist the residents of Bridlington, is delivered to every home.

35.23 The provision of free advertising for Studio Hub:

RESOLVED: *The Newsletter Committee discussed the work that Studio Hub does for the council and resolved to cancel the invoice for the Summer 2023 advert and to provide a further free of charge advert in the Spring 2024 edition, after which all adverts will attract the usual advertising fee.*

36.23 The ways forward for the ongoing production and delivery of the Newsletter:

RESOLVED: *The Newsletter Committee considered the available options and resolved that on balance it was happy to continue with the current provision.*

37.23 To consider the deadline dates and compilation of the Spring Newsletter edition:

RESOLVED: *The Newsletter Committee resolved that the latest date for changes is 8th March 2024 to ensure the final version is presented to the Full Council meeting on 20th March 2024 for approval. For distribution in Bridlington week commencing Monday 1st April 2024.*

38.23 The dates for the newsletter working group to meet to ensure ease of compilation:

RESOLVED: *The Newsletter Committee resolved for Members to continue to check every article via email and make changes before they are submitted for inclusion and compilation in the newsletter.*

39.23 The Newsletter Committee considered the newsworthy items for inclusion.

RESOLVED: *The Newsletter Committee resolved to include the following items:*

- a. Articles introducing new staff
- b. Mayors Column
- c. Forthcoming events
- d. Budget and Precept 2024-2025
- e. Small Grants Allocations
- f. Council Meetings Diary – including Councillor Surgeries
- g. White Ribbon Campaign information
- h. World Day of Prayer article

Signed:

Mayor of Bridlington

Date: