



NORTH WALSHAM TOWN COUNCIL

Media & Information Committee

Minutes of Meeting – 10 May 2022

at the Council Office, 18 King's Arms Street, North Walsham

Present :

Chair : Cllr M Gray

Cllr S Golder

Cllr P Heinrich

Cllr B Wright

Lead Officer

Deputy Clerk : Ms T Foster

Meeting opened at 18.30

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr N Felstead (work). Cllr R Murphy was absent.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF THE PREVIOUS MEETING – 8 March 2022

The Minutes had previously been circulated to members of the Media & Information Committee.

As proposed by Cllr B Wright and seconded by Cllr P Heinrich it was **RESOLVED**

**That the Minutes of the Media & Information Committee Meeting of
8 March 2022 were agreed as a true record**

4. UPDATE ON MATTERS FROM PREVIOUS MINUTES – Action Log – March 2022

The Chair confirmed all actions had been completed.

5. PUBLIC FORUM

There were no members of the public present.

6. TOWN COUNCIL INFORMATION SECTION

It was agreed that all the information contained in the A5 Town Council Information Section was acceptable and it should be placed in “Just North Walsham” and the “North Walsham Times” quarterly in alternative publications.

As proposed by Cllr S Golder and seconded by Cllr M Gray it was **RESOLVED**

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DATED.....12/7/2022.....

That the A5 Town Council Information Section should be included within both “Just North Walsham” and the “North Walsham Times” quarterly in alternate months.

7. ADVERTISING FARMERS MARKET

It was agreed the publicity in the town for the Farmers Market was very good but publicity outside the town needed to be increased and which would attract holiday makers. Posters to be prepared for the Farmers Market to be distributed outside the town with distribution being :

- Cllr M Gray – Holt/Sheringham
- Cllr S Golder – Wroxham/Stalham
- Cllr P Heinrich – Cromer
- Cllr B Wright – Mundesley/Bacton/Walcott

Cllr B Wright would prepare the posters to be photocopied 120 times in the office. As proposed by Cllr M Gray and seconded by Cllr S Golder it was **RESOLVED**

That Cllr B Wright would prepare posters which would be photocopied 120 times with distribution as above.

8. ADVERTISING “STREET FEAST” AND CAR BOOT SALES

Consideration should be given to having an advertisement in the North Norfolk News and the cost obtained. As no agreement can be reached on the advert and cost via email an “Extraordinary Meeting” of the M&I Committee would take place prior to the AGM on 31 May 2022 to discuss this item.

As proposed by Cllr B Wright and seconded by Cllr P Heinrich it was **RESOLVED**

That consideration should be given to the advert and costs at an Extraordinary Meeting prior to the AGM on 31 May 2022.

It was felt advertising in other “Just” magazines would not be beneficial.

It was also suggested that the “Business Partnership” should be involved in some way with the events in the town and should be considered at the next meeting.

9. DISCLAIMER AND INSURANCE REQUIREMENTS FOR LOANING EQUIPMENT


This item will be deferred until the next M&I Meeting.

10. SIGNS FOR DOG PARK

Signs referring to “owners being responsible for their dogs” needed to be costed and consideration would be deferred to the next meeting.

As proposed by Cllr P Heinrich and seconded by Cllr S Golder it was **RESOLVED**

That quotes for the Dog Signs as above would be obtained and deferred to the next meeting

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11. **OFFICE CLIP BOARDS**

To reflect the image of the Town Council it had been suggested that clip boards with the office logo should be considered. A quote had been requested but was still awaited. This item would be deferred to the next meeting.

12. **DATE OF NEXT MEETING**

It had been agreed an Extraordinary Meeting would take place prior to the AGM on 31 May 2022 to discuss item 8 above.

Meeting closed : 18.55

SIGNED..........

DATED..12/7/2022.....