



# NORTH WALSHAM TOWN COUNCIL

## Media & Information Committee Meeting

Tuesday 8 March 2022

**Published:** 3 March 2022

**Time:** 18:30

**Place:** 18 King's Arms Street, North Walsham NR28 9JX

Councillors are hereby summoned to attend the above Media & Information Committee Meeting of the Council.

All members of the public and press are welcome to attend the meeting. During the Public Forum members of the public may speak but are not permitted to take part in any of the debates.

*T. Foster*

Ms T Foster  
Deputy Clerk  
North Walsham Town Council

---

### AGENDA

1. APOLOGIES FOR ABSENCE

To receive and accept apologies for absence

2. DECLARATIONS OF INTEREST

(To receive declarations of pecuniary or personal interests and consider requests for dispensations)

3. TO APPROVE MINUTES OF PREVIOUS MEETING 11 January 2022 - emailed with Agenda

(As per Standing Order 12b, to approve accuracy of actions & decisions as a true record)

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

5. PUBLIC FORUM

(As per Standing Order 3e-Items on this agenda; Standing Order 3f-Total duration max 15mins; Standing Order 3g-Max 3mins per person; and Standing Order 3h-Questions do not require a response at this meeting)

6. SECURITY OF COUNCIL DEVICES – MARKER OPTION

To consider quote and draft label from Custom Labels.

7. BUSINESS CARDS FOR NWTC

To consider quote from VistaPrint for business cards.

**8. ADVERTISING**

To provide an update on the meeting with Greater Anglia regarding A1 platform notice boards and to consider what information to promote. (BW)

**9. ADVERTISING THE STREET FOOD MARKET/CAR BOOT SALES AND PLATINUM JUBILEE EVENT**

To consider preparing advertisements/leaflets for the above three events and where to advertise them.

**10. TOWN COUNCIL LEAFLET**

To discuss quotes obtained from “Just North Walsham” and “The North Walsham Times” for half a page to provide specific Town Council information.

**11. APPROVED SUPPLIERS LIST – BUSINESSES ON THE INDUSTRIAL ESTATE**

To discuss placing on the Facebook Page a request for businesses to contact the Town Council if they wish to be considered as an approved supplier.

**12. BIG BASH EVENT 2022 – 14 May 2022**

To consider possible online power point presentation similar to one prepared for a previous “Big Bash Event”.

**13. PHOTO OPPORTUNITY IN FRONT OF THE HARE**

To consider promoting the hare as a photo spot and having an Instagram Page to help tourism (RS)

**14. MARKET STALL**

To discuss placing an Information Board at any Town Council stall at any engagement to contain information about the Town Council which can include photos.

**15. ITEMS FOR THE NEXT AGENDA/LATE ITEMS FOR DISCUSSION ONLY**

**16. DATE OF NEXT MEETING – 10 May 2022**