



NORTH WALSHAM TOWN COUNCIL

Media & Information Meeting 22 February 2023

Published: 15th February 2023

Time: 18:30

Place: Council Offices, 18 Kings Arms Street

Councillors are hereby summoned to attend the above Committee meeting of the Council.

All members of the public and press are welcome to attend the meeting are allowed to address the Council during our Public Participation Forum (item 6) but are not permitted to take part in any of the debates.

Fi Collett

Assistant Town Clerk

AGENDA

1. **APOLOGIES FOR ABSENCE**

To receive 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 COUNCIL MEETING - emailed with Agenda**

(As per Standing Order 3t, to approve decisions/resolutions made as an accurate record)

To approve minutes of the meeting held on 10 January 2023

4. **UPDATE ON MATTERS FROM PREVIOUS MINUTES**

Decision/Action Log (Report attached)

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. **UPDATES**

Business Directory & Events Calendar

M&I Budget spend to date.

7. **NOTICEBOARD INSTILATION**

To discuss matters pertaining to the installation of the Touch Screen Notice Board

8. **CONTENT OF NOTICEBOARD**

What data will be included, who will be responsible for maintaining data, who will access

9. **DATE OF NOTICEBOARD LAUNCH**

This is currently 16th March but NCC confirmed that the market cannot move until 30th March. Should we move launch?

10. M&I NEXT STEPS

To discuss the current documentation for M&I tasks and investigate templates

11. CORONATION

To discuss ideas of ways to publicise the forthcoming coronation event.

12. JUST NORTH WALSHAM

To agree JNW issue dates. Publication dates are listed below.

Copy must be with them two weeks before these. NWTC have four editions. Feb edition is out so we must choose 3 more.

29th March (Town Meeting?)

26th April (Coronation?)

24th May (New Councillors?)

21st June

19th July

16th August

13th September

11th October

8th November (Christmas Faire?)

13. ITEMS FOR THE NEXT AGENDA/LATE ITEMS FOR DISCUSSION ONLY

Results of meeting with Wayne re Website

14. DATE OF NEXT MEETING

TBC