



NORTH WALSHAM TOWN COUNCIL

Media & Information Meeting 11 July 2023

Published: 04 July 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 7) but are not permitted to take part in any of the debates.

A handwritten signature in black ink, appearing to read 'Fi Collett'.

Fi Collett

Assistant Town Clerk

AGENDA

1. **TO APPOINT CHAIR OF M&I**
2. **TO APPOINT VICE CHAIR OF M&I**
3. **APOLOGIES FOR ABSENCE**
To receive apologies for absence
4. **DECLARATIONS OF INTEREST**
To receive declarations of pecuniary or personal interests and consider requests for dispensations
5. **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 22 February 2023
6. **UPDATE ON MATTERS FROM PREVIOUS MINUTES**
Decision/Action Log (Report attached)
7. **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)
8. **UPDATES**
9. **NOTICEBOARD**
To discuss matters pertaining to the Touch Screen Notice Board
10. **PROMOTION**
To discuss promotion of Markets, Boot Sale & Street Feast
11. **JUST NORTH WALSHAM**
To agree content of next Town Council page

12. TO REVIEW POLICIES AND ToR'S

12.1 ToR – Media & Information

12.2 Communication Protocol

12.3 Community Engagement Policy

12.4 Information Security Incident Management Policy

12.5 Press and Social Media Policy

12.6 Website Access Statement

13. TO CONSIDER POSSIBLE WEBSITE IMPROVEMENTS (BW)

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

15. DATE OF NEXT MEETING

10 October 2023 6.30pm