



NORTH WALSHAM TOWN COUNCIL

Media & Information Committee Meeting

30 May 2019

To: **All Members of the Finance and Grants Committee**

You are hereby **SUMMONED** to attend a **Committee Meeting** to be held at **18 Kings Arms Street, North Walsham NR28 9JX** on **Wednesday 5 June 2019**, at **17.30**

Should you be unable to attend please phone/email with your apologies and reasons.

Yours sincerely

J. Shields

Town Clerk

AGENDA

1. **TO ELECT CHAIR OF MEDIA & INFORMATION**
2. **TO ELECT VICE CHAIR OF MEDIA & INFORMATION**
3. **APOLOGIES FOR ABSENCE**
To receive and accept apologies for absence
4. **DECLARATIONS OF INTEREST**
To receive declarations of personal or pecuniary interests and consider requests for dispensations
5. **APPROVE MINUTES OF PREVIOUS MEETING**
No minutes to approve as Committee has just been reformed
6. **REVIEW TERMS OF REFERENCE**
Review original Terms of Reference and take any changes to take back to Full Council
7. **NOTICE BOARDS**
To consider notice boards in all wards and liaise with D&A, before reporting back to Full Council
8. **REGROUP FACEBOOK ADMINISTRATORS**
To decide on Facebook administrators and draft up written clarification to take back to Full Council
9. **CONSIDER IDEAS/CHANGING QUARTERLY PAGE IN JUST NORTH WALSHAM**
To consider a newsletter/changing the page to monthly/changing the publication etc.
10. **CONSIDER CHANGING EMAIL SERVERS**
Cllr Heinrich has suggested <https://www.heartinternet.uk>
11. **ANY OTHER BUSINESS ALLOWED BY THE CHAIR**
To discuss any other business allowed by the Chair

12. DATE OF NEXT MEETING