



# NORTH WALSHAM TOWN COUNCIL

## Minutes of the Media & Information Meeting

held on 19 November 2019, at the 18 Kings Arms Street, North Walsham

**PRESENT:** Cllr B Wright (Chair), Cllr P Heinrich, Cllr P Oakes, Cllr M Gray

**Assistant to the Clerks:** Ms F Collett

The meeting opened at 18.30

**1. APOLOGIES FOR ABSENCE**

Cllr J Melville – Illness

Cllr R Murphy – Holiday

Cllr N Clancy – Holiday

**2. DECLARATIONS OF INTEREST**

Pecuniary interest - None

Personal interest - None

**3. APPROVE MINUTES OF PREVIOUS MEETING – emailed with Agenda**

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

As proposed by Cllr P Oakes and seconded by Cllr P Heinrich, it was **RESOLVED** that the minutes of the meeting held on 21<sup>st</sup> October 2019 be agreed as a true record

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

**CCTV:** now moved to D&A

**Advertising of the Town:** research needed into who owns land in 'out of town sites' and contact made to discuss possibility of taking advertising boards.

**Defibrillator list:** on new town map, NWT & Just North Walsham (inc details of new Community Centre Defib)

**IT Security:** Taking to Personnel & Governance on the 21.11.19

**Notice Boards:** Awaiting Mundesley Road & Happisburgh Road shops planning permission.

**Tablets:** Cllr M Gray to provide printed information on different options to the Town Clerk

**Poster for recycling bins:** Manor Road not interested in taking part. Nothing heard from Millfield School.

**One Drive:** Microsoft 'Teams' to be implemented with each councillor being given access.

**5. REVIEW PRECEPT PAGE FOR JUST NORTH WALSHAM (For recommendation to Full Council)**

The page was reviewed and **ACCEPTED** and as proposed by Cllr P Oakes and seconded by Cllr M Gray it was **RESOLVED** to take to full council on 26.11.19

Subjects to be covered by the next page (D.O.P. TBC): Town Council involvement in HAZ & By-Laws

**6. DISCUSSING TOURISM PROMOTION**

Beechwood, Scarborough Hill, Visit North Norfolk, Virginia Gay & Colin Jeary approached to join the Tourism Sub Committee. **AGREED** to try and arrange a meeting before Christmas.

Initials.....RW.....

Date.....21 Jan 20.....



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**AGREED to produce leaflet advertising the town, before the start of the tourist season & distribute in all Information Centres. Ensure inclusion in all 'worthwhile' hard copy & online tourist media.**

### 7. TO CONSIDER PUBLIC ENGAGEMENT

7.1 As proposed by Cllr Mal Gray and Cllr Paul Oakes it was **RESOLVED to accept the 'Listening to You' tag line and design of header for promotional boards & purchase.**

7.2 As proposed by Cllr B Wright and seconded by Cllr Paul Heinrich it was **RESOLVED to purchase an A1 poster stand**

7.3 Surveys: HAZ survey closes on 20.12.19. A repost is due on Facebook prior to this date.

A survey for the Cemetery Compound was discussed but discounted

It was **AGREED that the next Survey will cover By-Laws**

As proposed by Cllr Bob Wright and seconded by Cllr P Oakes it was **RESOLVED that there should be public information about the plans for the compound specifically and all Council plans moving forward (to be bought to Full Council).**

### 8. ITEMS FOR NEXT AGENDA

8.1 iPads – Cellular usage

8.2 Standard survey forms

### 9. DATE OF NEXT MEETING

10.12.19 18:30 (unless full council are sitting)

Meeting Closed at 21:23

Initials..... RW .....

Date..... 21 Jan 20 .....