

**PUBLIC RELATIONS  
PRINCES RISBOROUGH TOWN COUNCIL  
APPROVED MINUTES OF THE PUBLIC RELATIONS COMMITTEE HELD ON  
TUESDAY 19<sup>th</sup> JULY 2016  
IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH.**

**PRESENT**

Cllr Walsh, Cllr I McLauchlan, Cllr Coombs and Cllr Ball  
Kirsty Pope (Deputy Clerk)

**1. ELECTION OF CHAIRMAN**

To elect the Chairman  
Cllr Ball proposed Cllr Coombs  
Seconded by Cllr Walsh  
A vote was taken.

RESOLVED: That Cllr Coombs be duly elected Chairman for the year 2016/17.  
Cllr Coombs in the Chair.

**2. TO RECEIVE, NOTE AND AGREE APOLOGIES FOR ABSENCE**

RESOLVED: To receive, note and accept the following apologies from Councillors for non-attendance at the meeting. The Deputy Clerk reported that apologies had been received from Cllr Wilkins and Cllr West.

**3. MINUTES**

To receive and accept the draft Minutes:

RESOLVED: That the draft Minutes be duly received, accepted and agreed and that the minutes of the Public Relations Committee meeting on the 16<sup>th</sup> May 2016 be signed as a true record.

**4. DECLARATIONS OF INTEREST**

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and the nature of that interest which they may have in any of the items under consideration at this meeting. None were declared

**5. ELECTION OF VICE CHAIRMAN**

To elect the Vice Chairman  
Cllr Coombs proposed Cllr McLauchlan  
Seconded by Cllr Ball  
A vote was taken  
RESOLVED: Cllr McLauchlan be duly elected Deputy Chairman

**6. CORRESPONDENCE**

**Email from resident regarding a recently installed welcome sign by the former Black Prince public house.**

Comments noted.

**Email from resident regarding a recent article in Crosstalk**

Comments noted.

**7. TO DISCUSS AND DECIDE MEANS OF PUBLICITY OF THE MARKET HOUSE REFURBISHMENT**

Cllr Walsh suggested that during the refurbishment work of the Market House, banners are placed on/around the Market House. An historic timeline of the building, including photos through the ages and an additional banner promoting the Town Council.

It was also suggested to make use of the Christmas hologram machine and to possibly project the TC logo on the building.

Resolved: The members agreed for the office to contact the Heritage Society for photos and to ascertain costs for the banners. In addition, for Lamps & Tubes to be contacted regarding the hologram idea.

**KP**

**8. TO DISCUSS AND DECIDE ON HOW TO UTILISE THE MARKET HOUSE ONCE THE REFURBISHMENT WORK IS COMPLETE**

Cllr Coombs suggested that the building is opened up during various times of the year and a permanent historical exhibition is set up. However, it was made clear that the market house would not have disabled access. Cllr McLauchlan suggested that the office investigate the cost of installing internet in the building and to offer a public wi-fi hot spot.

Resolved: The members agreed for the office to contact relevant broadband suppliers for costs involved. **KP**

**9. TO DISCUSS AND DECIDE ON PROVIDING SUPPORT TO THE CHILTERN SOCIETY FOR THE MAINTENANCE OF THE WHITELEAF CROSS**

The members discussed this request and agreed that they would be very happy to use the Town Council’s various communication outlets to help promote this project.

Resolved: To ask the resident for a statement that could be placed on the Town Council website and Twitter feed. In addition the members agreed to place an article in the next issue of Crosstalk. **KP**

**10. AGENDA ITEMS FOR NEXT MEETING.**

To discuss and decide on the next issue of Crosstalk

**11. DATE OF NEXT MEETING**

The next meeting of the Committee is TBA.

There being no further business to discuss, the meeting closed at 6.20pm

Chairman ..... Date