

**PUBLIC RELATIONS
PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF THE PUBLIC RELATIONS COMMITTEE HELD ON
TUESDAY 3RD OCTOBER 2017 AT 6.00PM
IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH.**

PRESENT

Cllr Ball, Cllr Davis, Cllr Walsh, Cllr Coombs and Cllr Knights
Kirsty Pope (Deputy Clerk)

1. 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.

Apologies received from Cllr McLauchlan & Cllr Turner due to work commitments.

2. MINUTES

Resolved: To agree the minutes of the PR Committee meeting held on the 15th June 2017 be signed as a true record.

3. 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.

4. RESPONSES TO CORRESPONDENCE RECEIVED AT THE PR COMMITTEE

None received

5. EDITORIAL CALENDAR FOR CROSSTALK

Cllr Knights circulated a Crosstalk forward planner for the members to consider as a base document for the future. It was agreed to include a piece on the CIL money and the new Risborough Rangers lock up in the next issue of Crosstalk. It was also agreed to ask Caroline Page if she would be interested in proofreading the next issue with a view to taking the role on for future issues. The committee agreed a payment of £25 per issue. The office is requested to circulate the current list of names that a hard copy of the publication is posted to.

KP

6. THE FORMAT AND DATE OF THE NEXT ISSUE OF CROSSTALK

Resolved: to have the next issue ready for distribution early November. The content should include the following articles:

Local plan update, Market House opening to include an open day for residents, Lights Switch On, Grants applications, piece from Risborough Runners & Mother/Toddler group on how the grants have benefitted their organisation. Kop Hill, 10yrs supported local organisations, Poppy project. The Deputy Clerk is requested to circulate dates for articles to be submitted by.

KP

7. NEXT PHASE OF THE TOWN CENTRE REGENERATION PROJECT

To be deferred to the next meeting.

8. TO RECEIVE A REPORT ON THE NABM HEALTH CHECK ON THE MARKET

Cllr Walsh updated members on meeting with the NABM associates and confirmed that a full report should be with the office within the next month.

Resolved: to be placed on the agenda for the next meeting as a report form the Market working group

9. ESTIMATES FOR THE 18/19 FINANCIAL YEAR

Resolved: Estimates for the next financial year were agreed for submission to the Finance Committee.

10. AGENDA ITEMS FOR THE NEXT MEETING

- a) To discuss & decide on merging the PR Committee with the Events Committee
- b) To receive a report from the Market working group on the health check report from NABM

11. DATE OF NEXT MEETING

The next meeting of the Committee is TBA.

There being no further business to discuss, the meeting closed at 6.45

Chairman Date