



STANLEY TOWN COUNCIL

NOTICE OF MEETING

I hereby give notice that a meeting of the Communications and Events Committee of Stanley Town Council will be held on Tuesday, the 9th February at 6.30pm at Stanley Civic Hall, Front Street, Stanley, Co. Durham, DH9 0NA.

TO ALL MEMBERS of STANLEY TOWN COUNCIL COMMUNICATIONS AND EVENTS COMMITTEE

D. Mills (Chair) M. Wilkinson L. Marshall C. Bell D. Tully
R. Harrison D. McMahon J. Nicholson* W. Nixon*

*ex-officio

You are hereby summoned to attend a meeting of the **Communications and Events Committee** of **Stanley Town Council** to be held in **Stanley Civic Hall, Front Street, Stanley**, on **Tuesday the 9th February 2016 at 18.30** in order to transact the following business:

Yours sincerely,

Alan Shaw
Town Clerk
3rd February 2016

Please turn off all mobile phones or set to silent mode
Please refer to the Policy for recording proceedings

A G E N D A

1 APOLOGIES FOR ABSENCE

To **RECEIVE** any apologies and reasons for absence.

2 DECLARATIONS OF INTEREST

Members are invited to **DECLARE** disclosable pecuniary interests and other interests, along with the nature of those interests, in relation to any item on this agenda.

3 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIR

To **RECEIVE** announcements from the Chair or Town Clerk.

4 PUBLIC PARTICIPATION

An adjournment will be allowed at the direction of the Chairman to allow for public comment and response in relation to items on this agenda or to consider written questions from the public submitted in advance of the meeting (*Individuals will be permitted a maximum of three minutes each. Total time for this session is limited to fifteen minutes*).

5 CONFIRMATION OF MINUTES

To **APPROVE** as a correct record and sign the minutes of the Communications and Events Committee meeting held on 19th January 2016. **(ATTACHMENT A)**

6 WORKING GROUP UPDATES

Members to consider updates in relation to the following events:

Brass Festival **(ATTACHMENT B)**
Christmas Events **(ATTACHMENT C)**
Stanley Fringe
Armed Forces Day
Play in the Park Days/ Community Fun Days
Cycling Event – ‘Stanley Cycling Festival’ **(ATTACHMENT D)**

Community Consultation

As of Thursday 4th February, we have received 321 completed surveys. The survey was sent out to all 18,500 addresses in DH9 in the Stanley Life Magazine. There have been two promoted posts on Facebook that between them have over 60,000 page impressions. The Clerk feels that we have put the promotion in the right places so the conversion rate is disappointing. The drop in consultation sessions will be taking place between 9th and 22nd of February and have been promoted on line and using posters and flyers. We will be in a position to report on the first of these sessions at Catchgate at the meeting.

Once the drop in sessions are completed, we will assess where the gaps in participation across the Parish are and target these areas with some door to door canvassing up to the end of the month. By the time Committee meets on March, we will have the initial analysis of the survey responses for consideration by Committee.

7 DATE, TIME AND VENUE OF NEXT MEETING

Tuesday, 8th March 2016, 18.30 at the Civic Hall

In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are welcome to attend the meeting. Members of the public will only be permitted to speak at the beginning of the meeting during Public Question Time.