

## SOUTH BRENT PARISH COUNCIL

Minutes of a remote meeting of the Media Committee held on 1<sup>st</sup> June 2020 at 7.30 p.m. by Zoom

Cllr Lisette Granados (Chair) welcomed everyone to the meeting.

Open Forum: nothing was raised.

### MC 1-06-20 Record of members present

Cllr Lisette Granados in the Chair, Cllrs Cathie Pannell, Rachel Rafiqi and Charlotte Power. Katharine Griffiths, Clerk to the Council was present.

It was noted that Cllr Fennessy has stood down from the committee.

### MC 02-06-20 Apologies for absence

No apologies.

### MC 03-06-20 Declarations of interest (and nature) with regard to items on the agenda

None.

### MC 04-06-20 Consider the granting of dispensations

No applications.

### MC 05-06-20 Public participation session with respect to items on the agenda

No public present.

### MC 06-06-20 Confirm the minutes of the last meeting, and report any matters arising

It was proposed by Cllr Rafiqi and seconded by Cllr Pannell that the minutes of the last meeting were accepted and will be signed at a later date.

### MC 07-06-20 Newsletter - items from Chairs of committee's and representatives

Information regarding Covid-19 is constantly changing, but will be as up to date as possible when published with a disclaimer. The deadline has been extended to the 3<sup>rd</sup> June.

### MC 08-06-20 Around Buckfastleigh and South Brent publication- Update, content review and Procedure

The council put a small piece in the publication. The information originally came from 'What's On in South Brent'

Cllr Pannell has just received the invitation for information for the next edition, it has a very short deadline with a total of 450 words. Information that will be included are information from South Brent Assist, an update on the Climate Fair, a few words about the non VE day celebrations, a small piece about the PC and what is happening on Dartmoor.

### MC 09-06-20 To Discuss Remote Council Meetings via Zoom.

All is running fine, the clerk is not finding the hosting too onerous. If necessary, the hosting can be handed over to the Chair if necessary. Users names could be displayed during the meetings. Cllr Granados suggested that it would be good if members of the public could join meetings remotely, even when meetings are held in person again. The clerk reminded councillors that the legislation was only temporary, and that remote access would cease in May 21 unless the legislation was changed again.

### MC 10-06-20 Website - Review and agree procedure of content submitted for uploading

## SOUTH BRENT PARISH COUNCIL

- Review and agree to all documents and content are updated with correct information as previously agreed.

Information is received by the clerk and forwarded to the webmaster to be published on the website.

The clerk has requested that there is a back up procedure.

MC 11-06-20 Facebook Page - Brief review to check all content is appropriate.

All content seems fine at this current time.

MC 12-06-20 Noticeboards - To agree to produce a council contact sheet in line with information provided on the website to include any emergency or relevant contact details.

The notice board outside the Co-op has now been put back and is looking good.

Clerk and councillor information will be updated and put into both noticeboards.

*It was noted that Cllr Power had connections issues during this item.*

MC 13-06-20 To consider the Committee Review document.

The document was briefly reviewed.

Date of next meeting 5 October 2020

The meeting closed at 8.17 p.m.

DRAFT