



Oundle Town Council

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Communications Working Party

Notes from the meeting held at 7.30pm on Monday 19th January 2015 at The Courthouse

1. Welcome to Cllr Matthias Menck

Cllr Matthias Menck was welcomed by Cllr Moira Clarke to the Communications Working Party and all Councillors were thanked for attending.

2. Apologies for Absence

None

3. To Approve and Sign Minutes and Actions from the Previous Meeting held on Tuesday 12th December 2014

Proposed: Cllr S Oakes **Seconded:** G. Radcliffe **Resolved Unanimously**

4. Updates on Communications Working Plan

1. Fletton House

a. Naming of Rooms following suggestions from FHWP

FHWP name suggestions were considered as well as possible geographical links to the town. It was decided that the suggestions were taken to the Museum Trust Meeting to be held on 21 Jan 2015 for further consideration and this item to be discussed at the next Communications Meeting.

b. Official Opening Ceremony

After discussion it was felt that there should be an Official Opening possibly in the autumn with an official from the County e.g. Lord Lieutenant or High Sheriff etc. Also a Community Opening over a weekend was discussed with occupiers of the rooms offering taster sessions, displays, music etc. enabling the public to see how the building will be utilised and what it has to offer them. This item to be discussed at the next Communications Meeting.

2. Oracle

Cllr Radcliffe noted the deadline dates for production of the Oracle. Copy deadline 6 Feb, final layout 16 Feb, signed off by Clerk/Cllr Clarke 19 Feb and to Inkwell printers 20 Feb. Delivery to office 27 Feb and last date for delivery to households 9 March. It was hoped to include details of the NPWP Feedback including the consultational

narrative but this may not be possible. The election countdown and details of the ATM to be included.

3. Neighbourhood Plan - Consultation Event

A provisional date of 14th Feb had been earmarked for this event but due to the delay in processing the results a revised date and venue has been provisionally booked to allow the public the most viewing and consultation time possible. Chambers has been booked from Thursday 19 Feb to Sun 22 Feb inclusive to allow this. FHWP members and Councillors to man the event. Display boards to be borrowed from Oundle School and another date to be set to allow for Public Feedback from the event to be assessed. All results from this event to go on the Council website. The consultation event at the Courthouse is to be highly publicised including both websites, electronic notice boards, posters around the town and possibly a full page advert in the Nene Valley News.

4. Election Countdown

We need a competitive Council election in May. How do we provoke people?

Countdown to appear in the Oracle and on the Electronic Notice Boards and to be discussed at the next Communication WP Meeting.

5. Annual Town Meeting 2015

Cllr Radcliffe to give the Mayor's report covering all council topics and any questions from the floor to be directed to the relevant councillor for replies. It is hoped to encourage the public to pre submit any questions so the correct answers can be given on the night. Councillors should consider responses to likely topics. The seating layout to be the same as last year and it is essential that the sound system is sorted out. Cllr Terry Stagg to act as MC. Tea and Coffee with biscuits to be served before the meeting giving the chance for the public to view the display boards and see the video of the Women's Tour. Regarding key invitations etc. Trish to work again from the template of dates etc. of the meeting last year. Advertising is essential using the websites, electronic notice boards and posters. It was noted that Cllrs N & S Oakes are willing to help but have a very busy schedule in March and April and their time is limited.

5. Update on Marketing Strategy for Oundle Town

Copies of reports on three meetings: Lottery/OT promotion group/ business networking and social network marketing. (See attached sheets)

Appropriate actions

It was suggested and agreed that a display board at the NP event should be used to ask the public for a short phrase to be used in promoting Oundle.

6. Budget Submissions

A proposal that a budget of up to £500 be submitted to Full Council to enable communication of forthcoming events such as the Criterion, May Bank Holiday weekend.

7. Update on Councillor Vacancies/Recruitment

A new Councillor is to be co-opted at the Full Council Meeting on 20 Jan 2015 and further recruitment to be developed in light of the Council Elections in May.

A display will be offered at the NP event. Suggestions: an event in the QVH, leaflets, U3A.

8. Update on Twinning

Cllr S Oakes has heard nothing back from Andresy but will contact them again re: a new sports event which Oundle Gym is keen to hold involving the local rugby, rowing and cricketing clubs in the near future. This may be a way of encouraging younger people to visit Andresy. Cllr Menck was happy to liaise with a possible twinning with Hamburg in the future

9. Any Other Business

Cllr N Oakes noted that signage around the town was facing the wrong way. This has been noted by the office but Highways need to attend as our maintenance men do not have the right tools to fix it. Also that signage to Fletton House was essential with Heritage signs being preferred.

A bid for funding for a table sign has been successful and the sign is being planned. More information will be given at next Full Council meeting.

The film of the Women's Cycle Tour made by the Northampton students will be placed on the website and played at the Town Meeting.

Women's Tour 2015: Oundle will host a stage start on Friday 19th June and there will be a special event around Oundle. Further information will be available after P. Prince's meeting with British Cycling.

Cllr. N. Oakes suggested consideration should be given to succession planning for editing the Oracle. Who?

10. Date and Time of Next Meeting

Monday 16th February 7.30pm in Chambers