



Oundle Town Council

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Communications Working Party

Notes from the meeting held at 6pm on Tuesday 12th December 2014 at The Courthouse

1. Apologies for Absence

None.

2. To Approve and Sign Minutes and Actions from the Previous Meeting held on Monday 10th November 2014

Proposed: Cllr S Oakes

Seconded: Cllr N Oakes

Resolved Unanimously

3. Representations from Interested Parties

None

4. Updates on Communications Working Plan:

1. **Fletton House:** No news update to be reported on website
2. **Oracle:** All distributed on time and some good comments received about the December issue. Error has been noted re: centre page concerning the incorrect ATM date printed. The front copy of March 2015 version of the oracle was noted and is to contain the Classic Car Sprint which needs to be edited and completed by mid-February. The March edition will also contain information on the response to the Neighbourhood Plan Questionnaire, Fletton House update, the elections, the Annual Town Meeting with the middle section updated with events & twinning etc.
3. **Neighbourhood Plan Questionnaire**
 - a. Cllr Clarke thanked everybody for delivering the questionnaire and returns so far stand at 155 hard copies. To highlight the deadline date a countdown is to be started on Oundle website (news item & the 'ticker tape'), Oundle info website and the electronic notice boards on Monday 8th December. Changes to be put on the ENBs to encourage residents to complete the questionnaire. It was noted that people living outside of Oundle can complete the questionnaire but the results will be counted differently under the various post codes. Small businesses off East Road to be given questionnaires delivered by Cllr N Oakes.
 - b. A town public information exercise needs to take place to show the collated results of the questionnaire. If responses are given to the results then they will also have to be replied to.

c. Persons to man Market Stalls: CWP would like to attend Thurs 11th Dec and certainly on the Farmers Market on 13th December and a notice on the ENB encouraging residents to hand in their completed questionnaires between 10-12noon. GR 9-10.30. NO 10.30-12noon. And others to come along to cover also. Roger to be asked for NPWP committee to cover both days also.

4. Election Countdown

To appear in the Oracle and on the ENBs and to be discussed at the next meeting.

5. Annual Town Meeting 30th April 2015: Format: Cllr Stagg to act as MC. Gwen to give the Mayors' report covering all Council topics with a succession of pictures and text on a screen. If any questions are asked by the public then they will be directed to the relevant Councillor to answer them. Councillors are not to give reports. Display boards to be set up by 12noon and the hall to be open for the public to come and look at them. The public are also to be encouraged to pre-submit questions so answers can be given on the night.

5. Update on Marketing Strategy

ODATC meeting to be arranged preferably before Christmas as an exploratory introductory meeting. Cllr N Oakes and Cllr M Clarke to attend with the following people to be invited, Olly Wimbolt (Blind Hub), a representative from the smile group and Philip from Amps to be asked to send a representative to attend the meeting promoting the Oundle group.

A new market leaflet is in the process of being designed and new photographs and text added and to be distributed after Christmas.

6. Budget Submissions

Cllr Clarke has submitted a Communication WP budget to Operation Management for consideration.

7. To consider how to encourage the recruitment of new Councillors

Several suggestions were made, possibly to host a Public Event which would be well publicised to invite potential new Councillors to, existing Councillors to go out and talk to the public, host a market stall at the Farmers Market, display posters to be put up at the gym, shops and eateries. Encourage the public to speak/approach existing Councillors to have a chat. To ask at the Marketing Meeting how to approach the recruitment aspect and to encourage the younger generation to become involved.

8. Update on Twinning

Cllr S Oakes has contacted Christophe in Andresy to tell him that the Rowing Club, Rugby Club and the gym are keen to be involved in the twinning aspect with France. Awaiting reply from Christophe and to move forward with this in January 2015.

9. Any Other Business

At the October Council Meeting it was decided not to go ahead with the film/video of promoting Oundle as suggested by Communications WP. For the Women's Tour Cllr Stagg met with students from Northampton University and a video was made of the event but did not turn out as well as expected but it could be used in some way for promoting Oundle. Possibly to be displayed at the Annual Town Meeting.

Cllr Radcliffe invited through the Chair Cllr Stagg to attend future Communications meetings until April 2015.

Xmas Cracker Event: Gwen to send out email requesting a prompt reply to her request for those to take part. Rehearsal date Thursday 11th December 6.00pm in Chambers.

10. Date and Time of Next Meeting

Monday 19th January 7.30pm in Chambers.