



HALESWORTH TOWN COUNCIL
Communications Committee Meeting
Monday 17th December 2018 9.15am

Council Chambers
Waveney Local Office
London Road
Halesworth

Present: Councillors; D Wollweber (Chair), P Dutton, K Greenberg, M Took and K Prime.

In attendance; P Welby (assistant Clerk)

Draft Minutes

1. **Apologies** – There were none.
2. **Declarations of interest:** There were none.
3. **Minutes of previous meeting** – These were accepted as a true record of the meeting held on the 29th October 2018.
4. **Matters arising from the Minutes** – The signs discussed for the teen shelter were deemed as not urgent as the shelter was not being used as much in the colder weather. Cllr Wollweber will discuss them at a meeting at the Apollo Centre in February. The WW1 anniversary events went well in the town. The Poppies used in the trail have been returned to the British Legion.
5. **Town Noticeboards** – The Committee propose that the Town Council buy a new noticeboard for the town centre to replace the one by the entrance to the Thoroughfare car park. The assistant Clerk reported that it had been difficult to find someone to repair the current one. It needs re-glazing, new pinboards and repainting at the least.
6. **Flag for Town Park** – The Assistant Clerk showed the Committee six possible flag designs for the empty flag pole in the town park. The designs consisted of the town shield, 'welcome to Halesworth' and reference to Halesworth's twin towns. The Committee proposed that the light blue design go forward to Council for discussion. The assistant Clerk will now get prices.
7. **Open Spaces Survey** – A survey of Halesworth's open spaces had been conducted by Sentinel Leisure. The Committee would like to get residents' opinion of three play areas in Halesworth that could be improved, Old Station Road, Gainsborough Drive and Swan Lane. The assistant Clerk will devise an electronic survey with input from Cllr Dutton.
8. **Street Names** – The Council had been asked to suggest street names for the development off Hill Farm Road. The Committee decided on benefactors of Halesworth and will suggest the following to the Town Council in January – Priscilla Buxton, William Carey and Patrick Stead.
9. **Website/Mailing list/Facebook** – The survey for open spaces will be publicised on the website and the Council Facebook page. Cllr Wollweber will supply a piece on how residents can access Halesworth United Charities for the Council Facebook page.

10. **Questions for District Cllrs** – The Committee requested the agenda for the January Town Council meeting be sent to both District Cllrs.
11. **Correspondence** – The Committee suggested that Cllrs from May when elected, Cllrs should nominate a specific email for Council business to adhere to GDPR guidelines.