

Communications Committee teleconference meeting 5th May 2020 Minutes

There were present: Cllrs A Dunning (in the Chair), J Reece, M Took, K Prime, D Wollweber, T Allen, J Wagner, R Lewis, P Welby (Clerk)

1. Apologies – No apologies received from Cllr Chadwick.
2. Declarations of interest – None received.
3. Minutes of previous meeting – Cllr Dunning asked that the date 17th April 2020 be included on the minutes. Item 10. Second paragraph to read 'The Council's own voucher scheme is almost ready to begin. Cllr Wollweber proposed that the minutes were amended with the amendments. Cllr Reece seconded this. All agreed.
4. Matters arising from the Minutes – Cllr Dunning asked the link to Suffolk libraries be put on the Council's website and sent to her.
6. VE, VJ Day – Any plans for VE and VJ day have had to be cancelled due to the current health situation. There has been a suggestion from the Dept of Digital, Culture, Media and Sport that a nationwide get together is continued with people celebrating in their own way and joining together whilst being apart. There is a suggested time table that is available on social media. Clerk to repost on the Council's Facebook, Twitter and website. Cllr Dunning has obtained permission to play 40s music from St Mary's Church tower for one hour between 3 – 4pm. She has organised this as an individual and not on behalf of the Town Council. She will also inform those residents close to the Church that this will be taking place. Cllr Dunning was aware of the problems in Chediston Street with music being broadcasted but hoped that people would be united and understand that this was a one-off celebration. The Council will put the 'Cry for Peace' poem from the Royal British Legion on the website for people to use if they would prefer a more reflective way to mark the day.
7. Covid-19 – Postcards, Business Support, Voucher Scheme – Cllr Wollweber reported that the Volunteer Centre would like to send out a second postcard focusing on people's wellbeing and highlighting the Council's fresh food voucher scheme. Cllr Wollweber will clarify the details and get Emma Healey to liaise with Cllr Dunning regarding volunteers. Cllr Dunning will also send the Clerk an updated business list to circulate.
8. Councillor Communication – Zoom has now been purchased by the Council which means the meetings are no longer limited to 40 minutes. Cllr Wollweber informed the committee that SALC have organised a Zoom training course for those who are chairing meetings. Cllr Prime asked if the SALC training could be offered to all Cllrs. Cllr Dunning said it would be possible to organise in house training for any other Cllrs who would like to go over the basics of Zoom and that she would be happy to facilitate this. Cllr Prime suggested that Cllrs could meet once a week for an informal session to pass on any information they had received from residents that was pertinent. Cllr Reece suggested that a weekly informal meeting was set up for all councillors to attend if they wished. Cllr Dunning said it could be a 'feedback' session and not have a formal agenda, more like a catch up. This was agreed.

9. Website/Mailing list/Facebook/Twitter – Cllr Dunning asked that the Covid 19 information page opening paragraph be rewritten as it was out of date and that the Communications Committee Minutes be put on the website.
10. Correspondence – None received.
11. Date of next meeting – TBA but will be after the main Town Council meeting.