



HALESWORTH TOWN COUNCIL
Communications Committee Meeting via Zoom
Friday 23rd October 2020

Council Chambers
Waveney Local Office
London Road
Halesworth

Present: Councillors; A Dunning (Chair), J Reece, K Prime, R Lewis, M Took and D Thomas.
In attendance; P Welby (assistant Clerk).

Minutes

1. **Apologies** – Cllrs Wollweber, Fleming and Chadwick.
2. **Declarations of interest** – There were none.
3. **Election of Vice Chair**- Cllr Thomas proposed Cllr Took as Vice Chair and Cllr Prime seconded this. All in favour.
4. **Minutes of previous meeting** – These were accepted as a true record.
5. **Matters arising from the Minutes** – Cllr Dunning had received a report from the Town Centre group. They are drafting the tender document for the website for the town. They are also running three social media campaigns about the town – ‘Did you know..’, ‘We Welcome Dogs’ and ‘Parking’.
The Hour Free honours board has been removed from the Thoroughfare Car Park – Clerk to find out who has got it.
There is still only one machine working in the Thoroughfare Car Park. This is causing queues of people at peak times. Not ideal in the current circumstances. Cllr Prime told the Committee that Cllr Goldson is trying to solve the issue of only being able to park in each car park once a day. This is particularly urgent as parents use the car parks to park in on the school run and walk to Edgar Sewter. Some elderly and vulnerable residents are struggling to use the machines and Ringo app.
The Committee proposed that HTC write a letter to ESC asking for a review of the parking policy and highlight the vulnerable users that are struggling.
Cllr Prime asked about a new sign to replace the ‘one hour free support your town’ sign that had been removed at the entrance of the Thoroughfare Car Park.
Cllr Prime to contact designers of the original sign and get a costing for a metal mount for it to hang from.
6. **Marketing Halesworth** – The working group is yet to meet.
7. **Emergency Civic Protocol** – Cllr Dunning attended a meeting on behalf of the Council to get details.
Cllr Dunning to write a policy for the Clerks and Chair and to organise any other details needed.
8. **Website Changes** – The Clerks have yet to speak to Mustard.
9. **Website/Mailing list/Facebook/Twitter – Anything for the Council’s media outlets** – Cllr Prime asked if any road closures or major roadworks could go on Facebook/Twitter.
The Clerk agreed.
10. **Correspondence** - None
11. **Date of next meeting** – Thursday 26th November 6.30pm