



HALESWORTH TOWN COUNCIL
Communications Committee Meeting
Monday 29th October 2018 5.30pm

Council Chambers
Waveney Local Office
London Road
Halesworth

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

In attendance; P Welby (assistant Clerk)

Minutes

1. **Apologies** – Cllr Dutton
2. **Declarations of interest:** There were none.
3. **Minutes of previous meeting** – The minutes of the meeting on the 9th July 2018 were agreed and accepted as a true record.
4. **Matters arising from the Minutes** – Cllr Wollweber raised the issue of putting signs in the park near the teen shelter. Cllr Prime thought that signs were needed. Cllr Greenberg suggested that the signs are less specific, so particular groups did not feel they were being targeted. Cllr Wollweber has a meeting with the Apollo centre in December and will ask for suggestions then. Cllr Greenberg asked whether the music in the park event had been discussed any more. This will be raised at the next full Council meeting.
5. **100th Anniversary of the end of WW1** – 60 poppies have arrived for the planned trail between the Church and the museum. This is to link the two WW1 exhibitions that are on at both locations. Cllr Wollweber has got the locations of seven soldiers that lived on the route and is hoping that the current residents will display information sheets in their windows. The trail is hopefully going to be laid on 5th November. There was a discussion regarding leaving the Tommy silhouette permanently in the Arboretum. Assistant Clerk to check possible security arrangements.
6. **Town Map/Town Noticeboards/signposts** – The Clerks had received an advert for a hand drawn town map and this was considered to be a possible replacement for the one on the reverse of the noticeboard in the Thoroughfare. However, it was the Communications Committee's opinion that this did not represent good value and they did not recommend the purchase of this.
7. **Posters on Bridge** – The Assistant Clerk agreed to put the bridge advert policy on the Facebook and the website to remind potential users of the space of the guidelines.
8. **Emergency Phone** – It was the opinion of the Communication Committee that the emergency phone was not needed. This was proposed by Cllr Wollweber and seconded by Cllr Prime. All in favour.
9. **Flag for Town Park** – It was suggested that the Town Council fly a Union flag on the empty flagpole in the Town Park. The Committee suggested that a bespoke flag would be nicer with the Town Council logo on with 'Welcome to Halesworth' on the flag. This will be suggested at the main Council meeting for discussion.

10. **Website/Mailing list/Facebook** – The Committee discussed the publication list produced by the Clerks and added the HCN article, any press releases and Neighbourhood Plan group items. The Cllr vacancy will go on Facebook and the website with the link to the website page about being a Cllr.
11. **Questions for District Cllrs** – To ask if car parks in Halesworth could be free on Christmas Eve this year.
12. **Correspondence** – An email from HEM stating that the car parks will be free from 4pm for the Christmas Lights Switch on. The Committee asked if it would be possible to extend it from 2pm. The Clerk will contact HEM.

Meeting finished 6.55pm, Cllr Took leaves the meeting at 6.07pm.