

# **MINUTES FOR THE TOWN MATTERS COMMITTEE**

# **MONDAY 29TH APRIL 2024 IN THE GUILDHALL**

Present: Councillors J Cummings (Chair), L Auletta, J Chinnock, S Collinson, A Presswell, E Price, N Roberts and L Smallridge.

Apologies: None.

## In Attendance: Cllrs Beavis and Peters, L Ferrier (Marketing and Communications Manager.

### **1. WELCOME AND APOLOGIES FOR ABSENCE**

### **To receive apologies and to confirm that any absence has the approval of the Council.**

Cllr Cummings read out a statement about how the meeting would be conducted and recorded.

*The Committee will adjourn for the following items:*

### **PUBLIC QUESTION TIME**

There were no members of the public.

*The Committee reconvened.*

**2. CONFIRMATION OF MINUTES**

### **To approve the minutes of 25th March 2024 and update on any matters arising.**

The minutes were **AGREED** as an accurate record of proceedings.

### **3. ELECTION OF CHAIR AND DEPUTY**

### **To:**

### **a. Make a recommendation to Full Council for the Chair of the Town Matters Committee for 2024/25 (effective May 2024);**

To **RECOMMEND** to Full Council that Cllr Collinson is appointed Chair of the Town Matters Committee.

### **b. Elect a deputy chair for the Committee (from May 2024).**

It was **AGREED** to appoint Cllr Cummings as Deputy Chair from May 2024.

*It was* ***RESOLVED*** *to suspend Standing Orders to enable wider Councillor discussion under Items 4 and 5.*

### **4. DRAFT COMMUNICATIONS STRATEGY AND COMMUNICATIONS PLAN 2024-25**

### **To consider the draft Council Communications Strategy and Communications Plan for 2024-25 and make a recommendation to Full Council.**

The Committee discussed the draft communications strategy and the need to align it with the corporate strategy, which is still being developed. It was **AGREED** to set up a Task and Finish Group with the following tasks:

* To meet after the Strategy Delivery Group meeting on 28th May to go through the plan, with the Communications and Marketing Manager in attendance.
* The revised Communications Strategy and Communications Plan returns to the Town Matters Committee in June for consideration and to make a recommendation to Full Council in July.

### **5. OPEN SPACE, SPORTS, RECREATION AND WELLBEING POLICY REVIEW**

**To review the following sections of the Council’s Open Spaces, Sport Recreation and Wellbeing Plan:**

**a. Cemetery and Churchyard**

**b. Greenways**

**c. Parks and Gardens**

It was **AGREED** to set up a Task and Finish Group with the following tasks:

* To go through the remaining OSSRW sections (Accessible Natural Spaces, Cemetery and Churchyard, Greenways, Parks and Gardens, Projects) with the Governance and Projects Manager in attendance.
* That the revised OSSRW Plan will return to the Town Matters Committee in June for consideration.

### **6. CASTLE BOOKSHOP**

**To consider a request to the Council for a letter of support for the Castle Bookshop Community Ownership Fund application and make a recommendation to Full Council.**

*The Committee reconvened.*

To **RECOMMEND** to Full Council that the Council sends a letter of support to the Castle Bookshop for their Community Ownership Fund application.

### **7. DATE OF NEXT MEETING**

### **To note the date of the next meeting of the Town Matters Committee – Monday 24th June 2024 at 6.30pm.**

### Noted.

The meeting closed at 7.50pm.

Lucy Ferrier

Marketing and Communications Manager