



# EYNSHAM PARISH COUNCIL

Summons to attend a Meeting of the Communications Committee

Tuesday 23 May 2017 at 7.30pm

In the Bartholomew Room

## AGENDA & SUMMONS

1. To elect a Committee Chairman for 2017-18.
2. To note apologies for absence.
3. To note Declarations of Interest.
4. To consider and approve the minutes of the meeting of 7 February 2017.
5. Public Participation.
6. To consider compliance with the Freedom of Information Act and Local Government Transparency Code.
7. To discuss matters arising from social media course and agree actions.
8. To note website metrics.
9. To consider an Emergency Planning contact from the Communications Committee.
10. To discuss Annual Parish Meeting attendance, format and reports.
11. To receive an update on the Eynsham Neighbourhood Plan communications requirements.
12. To receive an update on the Eynsham Directory.
13. To consider contributions to Eynsham News.
14. Date of next meeting.

17 May 2017

Katherine Doughty  
Parish Clerk

**The public and press are welcome to attend**

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## EYNESHAM NEWS DRAFT SCHEDULE 2017 – 2018

ISSUE	ADVERTS / ARTWORK [Monday]	LOCAL Contributions [Friday]	DELIVER for layout [Monday]	ROTARY Distribution [Friday]	OFFICIAL Publication [Monday]	NOTES
25	24/04/17	12/05/17	15/05/17	26/05/17	29/05/17 <sup>1</sup>	<i>New financial year</i>
26	10/07/17	14/07/17	17/07/17	28/07/17 <sup>2</sup>	31/07/17	<i>Post-Carnival, summer hols</i>
27	28/08/17 <sup>3</sup>	01/09/17	04/09/17	15/09/17	18/09/17	<i>Autumn - Harvest Fest / Village Show</i>
28	06/11/17	10/11/17	13/11/17	24/11/17	27/11/17	<i>Lights / gifts? Christmas issue</i>
29	08/01/18 <sup>4</sup>	12/01/18	15/01/18	26/01/18	29/01/18	<i>New year</i>
30	05/03/18	09/03/18	12/03/18	23/03/18	26/03/18 <sup>5</sup>	<i>Spring / Easter</i>

<sup>1</sup>Bank holiday and start of half term holiday

<sup>2</sup>Summer holiday begins 21 July

<sup>3</sup>Autumn term begins 5 September

<sup>4</sup>Spring term begins 4 January

<sup>5</sup>Easter holiday begins Good Friday, 30 March; Easter Sunday is 01/04