

**Meeting of PR and IT Committee- Thursday 9<sup>th</sup> December 2021 @14:00 at Coubro Chambers**

	<b>In attendance</b>	<b>Apologies given</b>
<b>Holbeach Parish Council, Open Spaces Committee</b>	Cllrs: P Howden, S Hutchinson, S Favell and R Stevens  Deputy Clerk: Brandi Rogan	
<b>Public including Councillors</b>	1 Member of the Public	

*Chairman Cllr: P Howden opened the meeting at 14:00*

**PR-2021/2-24 Apologies for absence and reasons given.**

There were no apologies received

**PR-2021/2-25 Minutes from previous meeting-**

The notes of the meeting of 7<sup>th</sup> July 2021 were proposed, seconded and **agreed** as minutes.

**PR-2021/2-26 Declarations of interest.** To receive any declarations of interest in accordance with the requirements of the Localism Act 2011 and to consider any requests for dispensations in respects of pecuniary or non-pecuniary interests in Agenda items.

There were no declarations of interest.

**PR-2021/2-27 To agree to recommend to Full Council a photography competition via Facebook for a Holbeach calendar**

It was proposed, seconded and **agreed** to recommend to Full Council. It was **agreed**, that the Committee would go out to business to ask for a £25 sponsorship and 3 judges were decided on.

**PR- 2021/1-28 To discuss and agree to recommend to Full Council sending out Christmas cards to parishioners**

It was proposed, seconded and **agreed** to recommend to Full Council.

**PR 2021/2-29 To discuss how the Council are perceived and to encourage positive engagement**

Cllr S Favell suggested having each Councillor have a photo and a bio to explain to the public, the reasons they joined the Council. It was noted that this had been agreed previously. Cllr S Hutchinson suggested in Full Council meeting to get all photos of Councillors.



**PR 2021/2-30 To agree who will contact the school and who will liaise with them in the formation of the Youth Council**

It was proposed, seconded and **agreed** that Cllr S Hutchinson and P Howden would liaise with the school in the formation of the Youth Council.

**PR 2021/2-31 To discuss putting an article in the Free Press**

It was discussed that the PR and IT Committee will create more articles for the Press to update the Town on events the Parish Council are hosting and to engage with the public.

**PR-2021/2-32 To discuss and agree the way forward to advertise for the co-option of new members**

Cllr S Hutchinson told members she could create a poster to put on the noticeboard, website and Facebook. Cllr R Stevens also suggested handing out leaflets. It was also mentioned the create a press release. After a discussion it was proposed, seconded and **agreed** to advertise for co-option.

**PR-2021/2-33 To agree to recommend to Full Council to have a stall at the Thursday market**

It was proposed, seconded and **agreed** to make an amendment to this agenda item. It was proposed, seconded and **agreed** to recommend to Full Council to have a stall at the Thursday market and other locations.

**PR-2021/2-34 To agree the fees for Freedom of Information requests**

It was proposed, seconded and **agreed** to defer this item to allow the committee to gather more information and prices.

**PR 2021/2-35 To discuss the purchase of an Apple Mac, to utilise Scribe**

Cllr R Stevens explained this agenda item is no longer needed as the Clerk and himself had come up with better solutions.

**PR 2021/2-36 To agree to serve notice on Ark Contract**

It was proposed, seconded and **agreed** to serve notice on Ark contract.

**PR2021/2-37 To discuss budgets for 2022/23**

After a discussion, it was decided there would be no change to the budget.

**PR-2021/2- 38 Items for discussion and agenda item requests.**

- To receive and update on the photography competition for a Holbeach Calendar
- To receive and update on press releases

**PR-2021/2-39 Confirm date and venue of next PR and IT committee Meeting**

- (a) It was **agreed** that the next meeting would be Thursday 6<sup>th</sup> January 2022 at 14:00.



Clerk/RFO: Jan Hearsey  
Deputy Clerk: Brandi Rogan

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Chairman signature..... Date.....

*Meeting closed: 15:05*

Chairman's initials.....