

Minutes of the meeting of Holbeach Parish Council PR/IT committee Friday 6th May 2022 at 17:00

	In attendance	Apologies given
Holbeach Parish Council, PR/IT Committee	Cllrs: P Howden, M Murfet, S Hutchinson & R Stevens Clerk: Jan Hearsey Assistant Clerk: Karen Baxter	
Public including Councillors		

Chairman Cllr P Howden opened the meeting at 17:00

PR-2021/2-90 Apologies for absence and reasons given.

None

PR-2021/2-91 Minutes from previous meeting-

It was **resolved** to agree the notes of the meeting of the 1st April 2022 as Minutes.

PR-2021/2-92 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.

None

PR-2021/2-93 To receive an update on the photography competition for a Holbeach Calendar

There have been 16 photos submitted, some of these are duplicates. So far, we have £250.00 in sponsorship. We have two unpaid invoices and four credit notes have been issued as no money has been forthcoming. Cllr P Howden will speak to the fish and chip shop to see if they are willing to participate. We have had no feedback from schools. Cllr S Hutchinson is going to get the details of who contact at Spalding High School and will also contact Long Sutton Photography Club to see if they would like to submit anything. The Clerk to contact the Head of the Arts departments at the local schools.

PR-2021/2-94 To receive an update on the Youth Council

The Clerk will make contact again after the exams have finished, end of June to arrange meetings with the Councillors.

PR-2021/2-95 To receive an update on press releases

A press release with the running order of the Jubilee Event will be made.

Before and after photographs of the Jubilee Garden will be published.

Cllr M Murfet and Cllr P Howden will be attending an event at The Crown in Holbeach on Sunday 8th May

PR-2021/2-96 To receive an update on the notice board for Holbeach Drove

Cllr P Howden has received the noticeboard and will put it up next week. Cllr S Hutchinson to laminate Holbeach Parish Councils letterhead with all contact details to display on the notice board.

Cllr P Howden to display leaflets at Holbeach St Marks and Holbeach Bank.

The Clerk to contact the Chair of Holbeach Hurn Village Hall Committee regarding placing the notice board on their premises.

PR-2021/2-97 To receive an update on last HPC Forum and to resolve to agree the next one

The forum at Tescos on 21st April was a success.

The next forum to be held at Market Hill on Thursday 16th May from 11am – 1pm and to ask at full council who would like to participate. Cllr S Hutchinson to print leaflets advertising the event.

PR-2021/2-98 To receive an update on the Holbeach Drive defibrillator

Two quotes have been received and the decision was to go with the cheapest.

The Clerk and Cllr P Howden have contacted Lincolnshire Lives but have had no response. Cllr P Howden to make contact.

PR/IT-2021/2-99 To receive an update on the digital screen

The screen is installed and working but not fully updating software to the screen. This is to be looked into. The current information on the screen: - photographs of Holbeach, a section on what's on, map, parish section, list of councillors (Cllr S. Lewis to be added), council vacancies and old agendas.

PR/IT-2021/2-100 To resolve to agree a way forward on how to proceed with the SIM and future content

It was **resolved** to agree to look at what network worked best in Holbeach and choose the one with the best price. To be monitored and reported back at the next meeting.

PR/IT-2021/2-101 To discuss document security

Documents have been seen that have been edited by councillors and to stop this a version number to be put on documents so that the original can be identified.

PR/IT-2021/2-102 To resolve to agree the purchase of a Wi-Fi booster

It was **resolved** to agree to contact BT regarding boosters.

It was amended to resolve to **agree** to include the purchase of HDMI adaptors, monitors, and keyboards.

It was **resolved** to agree to purchase HDMI cables to use with the old monitors and if they don't work to purchase new monitors and keyboards.

PR-2021/2- 103 Items for discussion and agenda item requests.

- Update on HDMI adaptors and screens
- Remove a former Councillor from the website and add newest member's picture and biography.
- Update on digital screen and SIM
- Antivirus update

PR-2021/2-104 Confirm date and venue of next PR and IT committee Meeting

(a) It was **resolved** that the next meeting will be on Tuesday 31st May at 2 pm.

Meeting closed at 17:37

Signed Chairman.....Date.....