

Meeting Date: 18th July 2025
Meeting Time: 12:30hrs
Meeting Venue: Broadclyst Sports Pavilions, Holly Close, EX5 3JB
Agenda issued by: Gemma Cole - Assistant Clerk
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To:
Broadclyst Parish Council Communications sub-committee Members

19 New Buildings
Broadclyst
Exeter
EX5 3EX
www.broadclyst.org

BROADCLYST PARISH COUNCIL
COMMUNICATIONS SUB-COMMITTEE MEETING AGENDA

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AGENDA

C25/07/01 ATTENDANCE

- i. The Chair to open the meeting.
- ii. Councillor Record of Attendance and apologies

Schedule 12 of the Local Government Act 1972 requires a record be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish or Committee Clerk, as it is usual for the grounds upon which apologies are tendered to also be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.

- to record Members present.
- iii. Non-Councillor Record of Attendance and apologies

C25/07/02 DISCLOSABLE PECUNIARY INTEREST

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests that are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it. Requests for Dispensations should be made in writing to the Parish or Committee Clerk in advance of the meeting.

C25/07/03 MINUTES

To receive, and resolve to approve as a correct record, the draft minutes of the Communications Sub-Committee meeting on Friday 7th May 2025.

C25/07/04 BROADSHEET

- i. General Broadsheet update including any feedback from parishioners on the Summer 2025 edition
- ii. Suggested articles for future editions
- ii. Advertisements
- iii. Current distribution
- iiii. Distribution challenges and solutions

C25/07/05 WEBSITE

To consider requirements going forwards.

C25/07/06 NOTICEBOARDS

To consider requirements going forwards.

C25/07/07 SOCIAL MEDIA

- i. Facebook
- ii. Instagram
- iii. X (previously Twitter)

C25/07/08 CLOSE OF MEETING

To close the meeting.

GE Cole

11/07/2025

Mrs Gemma Cole
Broadclyst Parish Council Assistant Clerk