

HUNTINGDON TOWN COUNCIL

MEDIA SUB COMMITTEE

To: All members of the Media Sub Committee

YOU ARE HEREBY SUMMONSED TO ATTEND
a meeting of the
MEDIA SUB COMMITTEE

A meeting of this Sub Committee will be held at HUNTINGDON TOWN HALL,
MARKET HILL, HUNTINGDON, on THURSDAY 7th OCTOBER at 6.00pm.

A G E N D A

1. **ELECTION OF CHAIRMAN**

To elect a Chairman for the local government year 2021-22

2. **APOLOGIES FOR ABSENCE**

To receive any apologies for absence

3. **APPOINTMENT OF VICE CHAIRMAN**

To appoint a Vice Chairman for the local government year 2021-22

4. **TERMS OF COMMITTEE**

To agree the terms of this Sub Committee, in particular:

- (i) Whether the Media Sub Committee is open to members of the public to attend
- (ii) Whether the Media Sub Committee should appoint any co-opted members for specific items that fall under the responsibility of the Committee
- (iii) Whether all agendas and minutes should be kept/marked as 'Private and Confidential'

5. **MINUTES**

To receive and approve the minutes of the previous meeting held on 29th April 2021 (M6) (attached)

6. **DECLARATIONS OF INTEREST**

To hear any declarations of interest in items on this agenda

7. **PUBLIC ADDRESS**


To hear any address to the Sub Committee on matters which are the responsibility of this Sub-Committee from members of the public and other members of the Town Council

8. **HUNTINGDON ISSUE 25**

To discuss theme and content for Huntingdon Issue 25 (contents breakdown attached)

9. **DATE & TIME OF THE NEXT MEETING**

Thursday 28th October 2021 at Huntingdon Town Hall, Market Hill, Huntingdon



Date: 30th September 2021
Huntingdon Town Hall,
Huntingdon,
PE29 3PJ

Philip Peacock
Town Clerk

This meeting will be serviced by the Democratic Officer, telephone 01480 410386

Copies for information to:

The members of Huntingdon Town Council, the Youth Town Council representative.

Notes

A. Disclosable Pecuniary Interests

(1) Members are required to declare any disclosable pecuniary interests and unless you have obtained dispensation, cannot discuss or vote on the matter at the meeting and must also leave the room whilst the matter is being debated or voted on.

(2) A Member has a disclosable pecuniary interest if it

(a) relates to you, or

(b) is an interest of -

(i) your spouse or civil partner; or (ii) a person with whom you are living as husband and wife; or (iii) a person with whom you are living as if you were civil partners and you are aware that the other person has the interest.

(3) Disclosable pecuniary interests includes -

(a) any employment or profession carried out for profit or gain;

(b) any financial benefit received by the Member in respect of expenses incurred carrying out his or her duties as a Member (except from the Council);

(c) any current contracts with the Council;

(d) any beneficial interest in land/property within the Council's area;

(e) any licence for a month or longer to occupy land in the Council's area;

(f) any tenancy where the Council is landlord and the Member (or person in (2)(b) above) has a beneficial interest; or

(g) a beneficial interest (above the specified level) in the shares of any body which has a place of business or land in the Council's area.

B. Other Interests

(4) If a Member has a non-disclosable pecuniary interest or a non-pecuniary interest then you are required to declare that interest, but may remain to discuss and vote.

(5) A Member has a non-disclosable pecuniary interest or a non-pecuniary interest where -

(a) a decision in relation to the business being considered might reasonably be regarded as affecting the well-being or financial standing of you or a member of your family or a person with whom you have a close association to a greater extent than it would affect the majority of the council tax payers, rate payers or inhabitants of the ward or electoral area for which you have been elected or otherwise of the Council's administrative area, or

(b) it relates to or is likely to affect any of the descriptions referred to above, but in respect of a member of your family (other than specified in (2)(b) above) or a person with whom you have a close association and that interest is not a disclosable pecuniary interest.

HUNTINGDON TOWN COUNCIL**MEDIA SUB COMMITTEE**

A meeting of the Media Sub Committee was held virtually via Zoom Video Conference on Thursday 29th April 2021 at 6.00pm

Present: Councillors: M Baker; J Cole; C Doyle; P Kadewere; P Kennington (Ex-Officio); A McAdam; S McAdam; P Pearce; T Shrapnel (Chairman); S Sweek and K Webb (Ex-Officio).

In Attendance: Councillor V Hufford

Clerk's Note: The previous Media Sub Committee meeting scheduled to take place on 15th April 2021 was cancelled due to Operation Forth Bridge, the death of HRH The Prince Philip. This meeting (M6) was therefore the first to discuss Issue 23 of Huntingdon magazine. The Mayor, Cllr Webb, opened the meeting in the absence of the Chairman and Vice Chairman.

34. **APOLOGIES FOR ABSENCE**

There were none.

35. **MINUTES**

Copies of the minutes of the Media Sub Committee meeting held on 11th February 2021 (M5) had been circulated, following their informal approval by the Chairman.

With no comments, it was proposed, seconded and

RESOLVED that these minutes were a correct record, and they would be duly signed by the Chairman at a later date.

36. **DECLARATIONS OF INTEREST**

Councillors A & S McAdam retrospectively declared an interest under item 38 of the agenda as Trustees of the Commemoration Hall.

37. **PUBLIC ADDRESS**

With no members of the public present, the Chairman asked Members whether they would like to address the meeting. A Member expressed that they wished to speak, and it was proposed, seconded and

RESOLVED to adjourn the meeting.

A Member informed the meeting that the latest delivery of Huntingdon magazine, Issue 22 (March 2021), saw no improvement to previous delivery attempts. Residents were still reporting non deliveries. The Clerk advised that the trial delivery

of the magazine with Archant had been booked in for June 2021, and that they were hopeful this would see an improvement. Members were urged to question residents in their ward about receipt of the forthcoming June 2021 issue after its distribution, to confirm whether there was an improvement in service provision. Members were reminded that the trial delivery to Archant included a guaranteed 100% residential letterbox delivery for Huntingdon.

With no further comments, the Chairman thanked Members for their comments and with no further questions, it was proposed, seconded and

RESOLVED to reconvene.

38. **HUNTINGDON ISSUE 22**

Clerk's Note: Councillors Gifford, Kadewere, A McAdam, S McAdam and Shrapnel all joined the meeting due to Zoom access issues. Councillor Shrapnel took over the Chair.

Members had before them the first draft of Huntingdon magazine, Issue 23 (June 2021) and went through it page by page:

Front cover: Members noted that it was planned to use an image of Huntingdon Crematorium on the front cover, to tie in with its anticipated opening. It was agreed that if the building was not ready to be photographed in time with the magazine print deadline, Councillor Webb had provided some suitable alternative images for consideration.

Page 2: Ouse Valley Way article and Safe Local Trades Advert - Approved

Page 3: From the Town Clerk's Desk – Outstanding

Page 4: Councillor Profile – Phil Pearce – Approved Town Centre Street Furniture - Outstanding

Page 5: Forthcoming Meetings and Meetings Overview - Outstanding

Page 6: News from the Coneygear Centre – Small text change – Approved

Page 7: News from the Head Groundsman and In Bloom – Heading Change - Approved

Page 8: Shakespeare at the George and Huntingdon Carnival - Approved

Page 9: Scams Advice and Cambridgeshire Hearing Help - Approved

Pages 10 & 11: Crematorium Update – Outstanding and Crematorium Staff Profiles – One outstanding. Change of order requested - Approved

Page 12: Huntingdonshire Community Group – small text change to be submitted, Help Stop Modern Slavery - Approved

Page 13: Mayor of Huntingdon's Update – Approved

Page 14: Cromwell Museum – Approved RBL 100 – Outstanding

Clerk's Note: RBL 100 event to take place on 15th May, article to follow

Page 15: Commemoration Hall and Oxmoor Community Fridge - Approved

Page 16: HRH The Prince Philip Tribute - Approved

Page 17: Mayor Making and Mayor's Community Shield Update - Outstanding

Page 18: Shopmobility and HC One The Kind Care Company - Approved

Page 19: Who's Who at the Council – Remove Anita Diaz and replace with Marion Kadewere

Page 20: Huntingdon Town Council's Eco Fair Poster - Approved

With no further comments or questions from Members, it was advised that a final draft with the requested changes would be circulated electronically ahead of going to print on Friday 21st May 2021.

39. **DATE & AGENDA OF THE NEXT MEETING**

The date of the next meeting was noted as TBC, due to virtual meetings ceasing to be lawful as of 5th May 2021.

CHAIRMAN

December 2021 - Issue 25 Contents:

Front Cover:

Page 2:

1. Advert – Safe Local Trades (1/2 page)
2. Gardener article (Safe Local Trades)

Page 3:

3. Contents
4. Welcome message from Town Clerk
5. Committee and publisher details

Page 4:

6. Staff Profile – Charlotte Starkie
7. Council Update

Page 5:

8. Crematorium Article

Page 6:

9. News from the Coneygear Centre
10. Community News

Page 7:

11. News from the Head Groundsman
12. Huntingdon in Bloom – Virtual Competition

Page 8

13. Remembrance Sunday write up (photo montage?)
14. National Police Memorial write up

Page 9:

15. Scam Awareness – Cambridgeshire Police
16. BID Projects

Page 10:

17. News from the Mayor
18. News from the Library

Page 11:

19. Advert
20. CAB article – Phil Pearce proposed

Page 12:

21. Community News
22. Community News

Page 13:

23. Church Services – double check with Huntingdon Parish on advert vs article
24. Advert

Page 14:

25. Civic society - Richard Meredith

26. Cromwell Museum

Page 15:

27. Community News

28. Community News

Page 16:

29. Community News

30. Commemoration Hall update

Page 17:

31. Pancake Flipathon (TBC)

32. Community News

Page 18:

33. Council Meetings

34. Forthcoming events (?)

Page 19:

35. Who's Who at the Council

Page 20:

36. Christmas Message from the Mayor and Mayor's Chaplain