

HUNTINGDON TOWN COUNCIL

MEDIA SUB COMMITTEE

A meeting of the Media Sub Committee was held at Huntingdon Town Hall, Market Hill, Huntingdon on Thursday 25th November 2021 following the Lettings Sub Committee.

Present: Councillors: C Doyle; M Kadewere; P Kadewere (Vice Chairman); P Kennington; A McAdam; S McAdam; P Pearce and K Webb.

In Attendance: Councillor D Landon Cole

Clerks note: Cllr J Cole was unable to join the meeting due to technical difficulties with Zoom. The Vice Chairman chaired the meeting in her absence.

10. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillor J Cole.

11. **MINUTES**

Copies of the minutes of the Media Sub Committee meeting held on 7th October 2021 (M1) had been circulated, following their informal approval by the Chairman. it was

RESOLVED that these minutes were a correct record, and they were duly signed by the Vice Chairman.

12. **DECLARATIONS OF INTEREST**

There were none.

13. **PUBLIC ADDRESS**

There were none.

14. **HUNTINGDON ISSUE 25**

The Vice Chairman invited the Democratic Officer to run through the final proof for each page of Huntingdon magazine, Issue 25.

Front Cover – The front cover featured a photograph of the Christmas Market by David King. It was agreed to use a photograph of the crematorium for the spring issue of Huntingdon.

Page 2 – This page featured an advertorial from Safe Local Trades, including an advert for storage facilities and an article requesting more gardeners.

Page 3 – This page included the contents, a Christmas message from the Town Clerk and the committee and publisher details.

Page 4 – This page included a half page article on Council News and a COVID-19 notice, as the cases were high in Cambridgeshire.

Page 5 – This page included a whole page on the opening of Huntingdon Crematorium, including images provided by CDS.

Page 6 – This page included a half page from the Coneygear Centre Manager, it was edited to include more details on the COVID safety precautions that were implemented. The second half of the page include a community news piece provided by The Ladybird Boat Trust.

Page 7 – This page included News from the Head Groundsman; the Town Clerk requested that vacancy for a Grounds Maintenance Operative was added. The second half of the page featured a write up on the Huntingdon in Bloom entry to the virtual RHS competition.

Page 8 – This page was allocated two half page articles from Remembrance Sunday and the National Police Memorial Day service. The Remembrance Sunday article included a line about HTC's new wreath policy.

Page 9 – This page featured a scam awareness article provided by Cambridgeshire Constabulary. Members were advised that this would be a regular feature in the magazine. The second half of the page included an article by BID Huntingdon on the Vegan Market.

Page 10 – This page included an article from the Mayor of Huntingdon, an error in the caption below the Battle of Britain photograph was highlighted. This page also included an article from Huntingdon Library.

Page 11 – This page included a half page article from CAB, which would become a regular feature. The second half of the page including two quarter page features from CCC and Cambridgeshire Hearing Help.

Page 12 – This page was originally reserved for an article from DISH and the reopening of Huntingdon Methodist Church. However, due to space the Huntingdon Methodist church article was moved to a full page on page 16. The first article to appear on this page was on the Presidency of SLCC.

Page 13 – This page included information on the local Christmas church services. It was advised the churches were approached to include their information and were not charged.

Page 14 – This page included a half page article from the Civic Society and a half page article from Cromwell Museum. The spelling of 'Townshend' was raised, to be corrected.

Page 15 – The first half of this page featured Hunters Down Care Home on National Reflection Day. It was proposed that the second half of the page included an article on Oxmoor Community Fridge, however it was not submitted before the deadline. An article from St John's C of E School featured instead.

Page 16 – This page included a full page on the renovations of Huntingdon Methodist Church.

Page 17 – This page featured a save the date for the Pancake Flipathon. The second half of the page included community news from Huntingdon Volunteer Centre.

Page 18 – This page featured Forthcoming Council Meetings and Forthcoming Events. The Finance Sub Committee meeting would be removed as it was cancelled, a Member requested that the Mayor's Carol Service was added to the events section.

Page 19 – This page featured the standard information on Who's Who at the Council.

Page 20 – This page included a Christmas Message from the Mayor and the Mayor's Chaplain.

15. **ARCHANT DELIVERY**

Members had before them a report from the Democratic Officer for Members to approve a permanent contract with Archant for the distribution of Huntingdon Magazine. The Vice Chairman asked Members for comments and questions.

A Member questioned what the feedback was from the trial. It was advised that Archant was very professional, the vans all had trackers and any missed deliveries were quickly resolved. Several members of the public had given positive feedback that they had received a copy of Huntingdon for the first time in years.

With no further comments or questions. It was proposed, seconded and

RESOLVED to approve the award of a permanent contract with Archant for the delivery of Huntingdon Magazine.

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

The date of the next meeting was noted as Thursday 6th January 2022 at Huntingdon Town Hall, Market Hill, Huntingdon.

ITEM NO.	ACTION	WHO'S RESPONSIBLE	UPDATE
7.1	The Democratic Officer was actioned to raise civic regalia with the Town Clerk.	Democratic Officer	Completed
8.1	Cllr P Kadewere was actioned to provide an article on the Oxmoor Community Fridge.	Cllr P Kadewere	On-going

CHAIRMAN