

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 the TOWN HALL, HUNTINGDON, PE29 3PJ
on THURSDAY 24TH FEBRUARY 2022
at 6.30pm

FACE MASKS MUST BE WORN – REMOTE ACCESS VIA ZOOM AVAILABLE

A G E N D A

24. **APOLOGIES FOR ABSENCE**

To receive any apologies for absence

25. **MINUTES**

To receive and approve the minutes of the previous meeting held on 13th January 2022 (M4) (attached)

26. **DECLARATIONS OF INTEREST**

To hear any declarations of interest in items on this agenda

27. **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

28. **HUNTINGDON ISSUE 26**

To receive and approve the final draft of Huntingdon Issue 26.

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

The next meeting will take place on Thursday 7th April 2022.

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.

For Members of the Public or Press to join the Zoom meeting, you will require an access number / code. Please email town.council@huntingdowntown.gov.uk to request this access, stating your name and address and business(if applicable) please. You will be emailed the access details

HUNTINGDON TOWN COUNCIL**MEDIA SUB COMMITTEE**

A meeting of the Media Sub Committee was held at Huntingdon Town Hall, Market Hill, Huntingdon on Thursday 13th January 2022 following Town Council.

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

In Attendance: Councillors: A Blackwell and D Landon Cole

Clerk's note: the meeting was held virtually; no formal decisions were approved until the Leisure and Community Service Committee approve the minutes on the 10th February 2022.

17. **APOLOGIES FOR ABSENCE**

There were none.

18. **MINUTES**

Copies of the minutes of the Media Sub Committee meeting held on 25th November 2021 (M2) 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.

19. **DECLARATIONS OF INTEREST**

There were none.

20. **PUBLIC ADDRESS**

A Member wished to speak. It was proposed, seconded and

RESOLVED to adjourn the meeting.

A Member requested that an article was included in issue 26 of Huntingdon magazine from Spotlight Productions. It was advised that space was available, and the article would be included.

The Town Guide was raised, as it was very out of date and needed to be updated. The Democratic Officer gave members a background on why the Town Guide was postponed, it was advised that it was a project that was being researched and different options would be brought to a future Media Sub Committee for further discussion.

21. **HUNTINGDON ISSUE 26**

The Chairman invited the Democratic Officer to run through the final proof for each page of Huntingdon magazine, Issue 26.

Front Cover – The Democratic Officer asked Members for ideas for the front cover image. It was suggested that a photograph of the newly installed Cromwell themed street furniture could be used. Another suggestions was a photograph of the daffodils, if they bloomed in time.

ACTION 21.1 – Cllr K Webb was actioned to take photos of the street furniture for the front cover.

Page 2 – This page would feature a half page advert from Safe Local Trades.

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

Page 4 – This page was reserved for a whole page feature on What a Councillor is and how people can run in the local elections.

Page 5 – This page would include a Staff Profile from the new Finance Manager, Muibat Babayemi and a half-page meeting update on Council business.

Page 6 – This page would feature the standard update from the Coneygear Centre and the second half of the page was allocated to community news.

Page 7 – This page would feature News from the Head Groundsman and information on the Huntingdon in Bloom campaign for 2022.

Page 8 – This page was allocated to an article from the Institute of Cemetery and Crematorium Management (ICCM) on their recycling of metals scheme. There may be some information on a Crematorium open day, but this was to be confirmed.

Page 9 – This page would feature a scam awareness article provided by Cambridgeshire Constabulary. A quarter page paid advert from DISH would be included.

Page 10 – This page was reserved for a press release from Huntingdon Leisure regarding activities for pensioners and the second half of the page would feature News from Huntingdon Library.

Page 11 – This page would include a whole page feature from Cambridgeshire Constabulary on Restorative Justice.

Page 12 – This page was reserved for a standard article from the Citizen's Advice Bureau and Community News.

Page 13 – This page was reserved from an Update from the Mayor and Community News.

Page 14 – This page was reserved for a whole page from Cromwell Museum.

Page 15 – The first half of this page would feature an article from the Commemoration Hall and the second half of the page was reserved for an article on Riverside Gala. It was advised that if the Gala did not go ahead, an article from HGTA would feature instead.

Page 16 – This page would include information on Mayor Making and the nomination form for the Mayor’s Community Shield.

Page 17 – This page would feature information on the Queen’s Platinum Jubilee and Community News.

Page 18 – This page would feature a half page article from HDC on flooding advice for residents. The second half of the page would feature the Pensioner’s Summer Tea ticket slip.

Page 19 – This page would feature the standard information on Who’s Who at the Council.

Page 20 – This page would include the Councillor attendance report from May 2021 – January 2022.

Members suggested including articles from the Ouse Valley Trust and a public consultation regarding a listed building was raised.

Members were reminded that the Contents Breakdown was a working document and was subject to many changes.

15. **PRODUCTION SCHEDULE**

Members had before them a report from the Democratic Officer regarding the production schedule for Huntingdon Magazine for 2022 – 23. It was advised that the main change was a reduction from 3 meetings to 2 meetings. In place of the second meeting, Members would be sent a digital copy of the first draft of the magazine and would be given the opportunity to email the Democratic Officer with any suggestions, comments, or questions.

The Chairman asked for questions, there were none,

It was proposed, seconded and

RESOLVED to approve the production schedule 2022-23 in principle.

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

The date of the next meeting was noted as 17th February 2022 at Huntingdon Town Hall, Market Hill, Huntingdon.

ITEM NO.	ACTION	WHO’S RESPONSIBLE	UPDATE
21.1	Cllr K Webb was actioned to take photos of the street	Cllr K Webb	Completed.

	furniture for the front cover.		
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CHAIRMAN