

To:

**HUNTINGDON TOWN COUNCIL**  
**MEDIA SUB COMMITTEE**

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 19<sup>th</sup> MAY 2022**  
**at 6.00pm**

**A G E N D A**

36. **APOLOGIES FOR ABSENCE**

To receive any apologies for absence

37. **MINUTES**

To receive and approve the minutes of the previous meeting held on 24<sup>th</sup> February 2022 (M5) (attached)

38. **DECLARATIONS OF INTEREST**

To hear any declarations of interest in items on this agenda

39. **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

40. **HUNTINGDON ISSUE 27**

To receive and approve the final draft for Huntingdon Magazine issue 27

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

The next meeting will take place on Thursday 7<sup>th</sup> July 2022.

*Philip Peacock*  
Town Clerk

Date: 12<sup>th</sup> May 2022  
Huntingdon Town Hall,  
Huntingdon,  
PE29 3PJ

## 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 at Huntingdon Town Hall, Market Hill, Huntingdon on Thursday 24<sup>th</sup> February 2022 at 6.30pm.

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

Absent: Councillor C Doyle

24. **APOLOGIES FOR ABSENCE**

There were none.

25. **MINUTES**

Copies of the minutes of the Media Sub Committee meeting held on 13<sup>th</sup> January 2022 (M3) 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.

26. **DECLARATIONS OF INTEREST**

There were none.

27. **PUBLIC ADDRESS**

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

**RESOLVED** to adjourn the meeting.

A Member raised concerns about accessibility of the website, the older reports need to be updated. It was noted that the whole website required updating, some areas were difficult to navigate. It was advised that the Democratic Officer would investigate the accessibility issues on the website. However, a revamp of the website would require further research as there was no budget for it in this government year. It was highlighted that the Officers were aware that communication could be improved, and it was an on-going discussion.

**ACTION 27.1:** Cllr D Landon Cole was actioned to email the Democratic Officer areas of the website that needed updating.

With no further comments, it was proposed, seconded and

**RESOLVE** to reconvene.

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 original front cover was a photo of the Cromwell planters in front of the Cromwell Museum; however the Town Clerk had requested a brighter photograph. The Democratic Officer requested that the photographers in the Committee submit more photos for consideration.

Page 2 – This page featured a half page advert from Safe Local Trades and a half page from Grafham Water Lions.

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

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

Page 5 – This page included a Staff Profile from the new Finance Manager, Muibat Babayemi. The half page Council update was replaced with a request for more volunteers for the Coneygear Centre. Some typographical errors were highlighted in the Staff Profile.

Page 6 – This page was originally allocated from an article from the Coneygear Centre, this was moved to page 18, to allow for a whole page on HM The Queen's Platinum Jubilee.

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

Page 8 – This page featured an article from the Institute of Cemetery and Crematorium Management (ICCM) on their recycling of metals scheme. The second article was for the Crematorium's Community Open Day.

Page 9 – This page featured a scam awareness article provided by Cambridgeshire Constabulary. A quarter page paid advert from DISH and a quarter page article on the government Help to Save scheme.

Page 10 – This page included community news from the Commemoration Hall and a half page article for News from Huntingdon Library. A Member requested that the titles of events were put in bold type to help them stand out for the Commemoration Hall article.

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

Page 12 – This page included a whole page article on Alconbury Weald Affordable Rent, it was advised that the Civic Advice Bureau missed the deadline. However,

they were given the contents deadline for the next three issues. There was a typo in the title.

Page 13 – This page featured News from the Mayor and a half page article from Spotlight Productions.

Page 14 – The layout was changed, as the forms for the Pensioner’s Summer Tea and the community shield were back-to-back, which made it difficult for residents to complete the forms. This page included the Pensioner’s Summer Tea article.

Page 15 – The first half of the page included an article on walks in Cambridgeshire, some typos were highlighted to be amended. The second half of the page included an article from HGTA.

Page 16 – This page included community news from BID Huntingdon and Hunts Shopmobility.

Page 17 – This page included the details for Mayor Making, the form for the Mayor’s Community Shield and a quarter page image from Library Presents.

Page 18 – This page featured News from the Coneygear Centre and from Cromwell Museum.

Page 19 – This page featured the standard information on Who’s Who at the Council. The new Hinchingsbrooke Park Ward Councillor would be added to the list.

Page 20 – This page included the Councillor attendance report from May 2021 – January 2022. Cllr P Brown would be removed from the report, as he was no longer a councillor.

Members were advised that the final proof would be sent to print on Monday 28<sup>th</sup> February, Members were asked to email any comments to the Democratic Officer before then.

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

The date of the next meeting was noted as 7<sup>th</sup> April 2022 at Huntingdon Town Hall, Market Hill, Huntingdon.

<b>ITEM NO.</b>	<b>ACTION</b>	<b>WHO’S RESPONSIBLE</b>	<b>UPDATE</b>
27.1	Cllr D Landon Cole was actioned to email the Democratic Officer areas of the website that needed updating.	Cllr D Landon Cole	Completed

**CHAIRMAN**