**Minutes of the Communications Committee 25 July 2024 held at the Civic Hall, Uppermill.**

**Present:** Cllrs S. Al-Hamdani (Chairman), H. Bishop, L. Dawson, A. Marland

**431. Apologies for absence** Cllr M. Powell

**Absent:** Cllr M Birchall.

**432. Declarations of interest** None were declared

**432. Minutes from meeting held Wednesday 10th April 2024**

The minutes were agreed as a true record and signed at the meeting by the Chairman. Proposed Cllr Bishop, seconded Cllr Al-Hamdani, carried.

**433. Update on Calendar of events**

Cllr Bishop confirmed this was now completed and she would forward to Cllr Al-Hamdani, Cllr Birchall and the Clerk so they could share on the different platforms.

**434. 50th anniversary of the Parish**

Cllr Al-Hamdani noted that the 50th anniversary signage was already completed and displayed on the Civic Hall building.

The final arrangements for the cheese and wine event being held on Sunday 3rd August from 3pm were made, the invitation to be displayed across the borough and on social media and a list of guest invitations was agreed. Cllr Bishop was providing the food and the Clerk would source the drinks. Room set up was agreed.

Cllr Marland suggested we merchandise t shirts. It was agreed this could be looked at for future fundraising.

**435. Wedding venue advertising**

The Clerk advised she was wishing to promote the Civic Hall more strongly as a wedding venue. She requested we take up the 3 month’s free advertising with UK Bride, an online advertising company. It was agreed to go ahead, and to monitor any uptake we get from this advertisement before any decisions are made regarding a regular, chargeable advert.

It was also agreed the clerk would confirm an advert in Around Saddleworth for the September/October edition for the reduced price of £190.

After more discussion around promoting the Civic Hall for wedding venues, it was agreed the Clerk would send some photographs of previous weddings and events to Cllr Al-Hamdani so more promotion can be done via our own social media account.

The Clerk requested the committee look further into a Civic Hall events website; this had been raised earlier in the year when we bought our new Parish Council website. It was agreed to add this item to the next agenda.

**436. Items for the next agenda**

 Merchandise for future fundraising

 Separate website for Events

**Date of next meeting: Thursday 17th October 2024 at 8pm.**