

## **Minutes of the Communications Committee 29 March 2023 held at the Civic Hall, Uppermill.**

**Present** Cllrs S. Al-Hamdani (CH), L. Lancaster, M. Woodvine H. Bishop

### **394 Apologies for absence** Cllr L. Dawson

**395. Declarations of interest** Cllrs Woodvine, Lancaster & Bishop declared a personal interest in item 399.

### **396. Minutes from 4<sup>th</sup> January 2023 meeting**

Agreed as true record and signed at the meeting

### **397. Identification Badges for Parish Councillors**

The Clerk shared the proposed designs for the enamel badges. Councillors asked that a further amendment to the latest design be submitted for approval with the white rose on navy background, with navy writing stating Saddleworth Parish Council (in capitals). The amended design will be shared via email to Councillors and the final sign off will be agreed by email.

Councillors agreed for the ID badges for staff and councillors to be ordered via OMBC at £85 plus vat for 30. These will be ordered after the election once we have all the details of new councillors. Cllr Al-Hamdani agreed to take the individual photographs which the clerk will then email to OMBC along with the order details later in May/early June.

### **398. New website update**

Cllr Al-Hamdani updated councillors on the meeting the Clerk had arranged with Easy Web Sites; a company recommended by NALC who have designed a number of web sites for Parish & Town Councils. He explained how it would be set up, how simple it is to navigate, meeting all accessibility criteria. Basic price only £500 plus vat as they already have the template set up so it would be easy to adapt. There would be an additional charge for any additional customisation. Our current provider was quoting £6-£10k for a customised website. Councillors agreed to moving forward with Easy Web Sites. It was agreed that as long as the additional costs in customising did not rise above £300 (total £800), it would not need to be brought back to the committee. The Clerk advised that our hosting SLA with our current provider ends in June so ideally we would be up and running by then with the new website. Cllr Al-Hamdani will share his ideas with Easy Web Sites and move it forward.

There was some discussion about setting up an additional website to promote the Civic Hall events, weddings, parties etc. Cllr Al-Hamdani will look into getting a quote for that as well.

### **399. Email from Tameside Correspondent**

The Clerk had received an email from them asking if SPC would like to advertise online with them. After some discussion it was agreed that at the present time we are not mindful to take up a regular advertising slot with them but may consider it on a case by case basis going forward.

**Date of next meeting: TBC at Association of Councillor's Meeting**