UPTON BY CHESTER AND DISTRICT

 PARISH COUNCIL

#####

**18 Gladstone Road**

**Chester**

**CH1 4BY**

**07584415343**

**Email:** **clerk@uptonbychester.org.uk**

Minutes of the Meeting of Upton by Chester and District Parish Council Communications Committee held on 3 February 2020, 6.30pm, at Upton Pavilion, Upton, Chester.

Present: Cllr J Egerton-Parry, Cllr T Egerton-Parry, Cllr J Evans (Chairman) and

Cllr B Southward.

In attendance: Ms S Bull (Clerk and Proper Officer).

**1. APOLOGIES FOR ABSENCE.**

No apologies for absence were received.

Cllr Ben Walker was absent from the meeting.

**2. DECLARATIONS OF INTEREST.**

No declarations of interest were made.

**3. MINUTES.**

**Resolved: The Minutes of the meeting held on 14 October 2019 were confirmed as a correct record and signed by the Chairman.**

**Proposed by Cllr J Egerton-Parry, seconded by Cllr T Egerton-Parry.**

**4. COMPLIMENTARY ZOO TICKET.**

The Clerk reported on receiving several complaints from Upton residents regarding the customer service at the zoo when presenting the complimentary zoo ticket. Also regarding non delivery of the newsletter containing the zoo ticket.

**Resolved: A meeting will be arranged with the zoo marketing manager, a representative of Upton Handbooks, Cllr Evans and the Clerk to discuss all issues.**

**The meeting will take place at the pavilion.**

**5. PRINTING.**

**Resolved: the next newsletter will be printed by the Inside Upton Handbook printing service.**

**6. SPRING NEWSLETTER.**

**Resolved: The following articles were approved for the next newsletter.**

* NDP update – Cllr Evans
* Annual Assembly poster – Clerk
* Tree Planting - Clerk
* New PCSO, photo and schedule of surgeries – Cllr Southward
* Tennis Court refurbishment – Clerk
* Playing field drainage and reconsiderations of QE II 5year plan - tbc
* Oak tree maintenance, Chemistry Pits - Clerk
* Cllr Bennion leave of absence - Clerk
* Meeting with CW&C Highways Officer – Cllr T Egerton-Parry

**7. WEBSITE AND SOCIAL MEDIA.**

The Clerk reported that the proposed new website design will be presented at the February Parish Council meeting.

**Resolved: the current UPC Social Media Policy will be sent to members of the committee.**

**Members will consider an overall ‘Communications Strategy’ at the next meeting.**

**Cllr Parry will review management of the Parish Council Face Book page.**

**8. DATE AND TIME OF THE NEXT MEETING.**

**Resolved: The date and time of the next meeting will be on 2nd March, at 6.30pm.**