

Minutes from the meeting of the Communications Strategy Group held on Thursday 8<sup>th</sup> September 2022 at 1:00pm in the Council Chamber, Buckingham.

**Present:** Cllr. J. Harvey (Chair)  
Cllr. M. Try (Vice Chair)

**In Attendance:** Mrs. L. Stubbs – Interim Deputy Town Clerk  
Ms. B. Dowden – Administrator

### 257/22 Apologies for Absence

Members accepted apologies from Cllr. Gateley and Cllr. Ahmed.

In the absence of two members, this meeting was not quorate. No decisions were made; councillors provided feedback to officers on the newsletter and provided advice on minor matters.

### 260/22 Future Newsletter

| Article                      | Authors         | Max. Word Count | Page numbers    |
|------------------------------|-----------------|-----------------|-----------------|
| Cover – Winter Scene Picture | Bethanie        | n/a             | 1               |
| Message from your Mayor      | Margaret        | 300             | 2               |
| Neighbourhood Plan           | Sheena          | 300             | 3 (1 page)      |
| What is s106?                | Katharine       | 300             | 4 (1 page)      |
| Bridge Repairs Update        | Nina            | 300             | 5 (1 page)      |
| Past Events                  | Amanda/Sam      | 600             | 6 & 7 (2 pages) |
| Current Events               | Amanda/Sam      | 300             | 8 (1 page)      |
| Future Events                | Amanda/Sam      | 300             | 9 (1 page)      |
| Christmas Card Contest       | Bethanie        | 300             | 10 (1 page)     |
| Update on the New Skatepark  | Louise/External | 150             | 11 (1/2 page)   |
| Swan Trail                   | Sam             | 150             | 11 (1/2 page)   |
| Youth Council                | Louise          | 300             | 12 (1 page)     |
| Winter Debt                  | External        | 300             | 13 (1 page)     |

CSG 20/07/2022

Draft minutes

Initial.....

|   |          |     |   |
|---|----------|-----|---|
| Winter Safety Tips                                    | Bethanie | 250 | 14 (3/4 page)                                   |
| Your Views Count/<br>Buckingham Town<br>Councillors   | Bethanie | n/a | 14 and 15 (2<br>pages) - 1 ¼<br>page of content |
| Back Cover/Events<br>Diary – Winter<br>Events Picture | Bethanie | n/a | 16  |

.1 Members suggested to use the draft drawing of the proposed new skatepark and to mention the money that has been set aside from the previous s106 agreement. The delay in the works should also be mentioned for Update on the New Skatepark article.

**ACTION: INTERIM DEPUTY TOWN CLERK**

.2 Members suggested to refer to road improvements and mention Buckingham doesn't have SIL like other parts of the county. This should also include general information and understating of what S106 is for the What is S106? article.

**ACTION: PLANNING OFFICER**

.3 Members asked to move the Cemetery Consultation article to the Spring 2023 Edition.

**ACTION: ADMINISTRATOR**

.4 Members suggested to have an article on Winter Debt highlighting ways people, who are struggling with bills and or debts can get help. It should also include any other local organisations that can help.

**ACTION: CITIZENS ADVICE**

.5 Members suggested including an article on the structure of the health service or Giga Clear and Swish Fibre carrying out works in Buckingham as back up articles in case the Youth Council article doesn't get completed in time for publication.

**ACTION: INTERIM DEPUTY TOWN CLERK**

.6 Members suggested to place the 'Winter Debt' and 'Winter Safety Tips' alongside each other at the back of the newsletter.

**ACTION: ADMINISTRATOR**

**261/22 Review of Photography Consent Form**

The Interim Deputy Town Clerk gave a verbal explanation to members highlighting the changes to the photography consent form. Members suggested that these changes should be done by the officers and not agreed by this sub-committee.

**ACTION: INTERIM DEPUTY TOWN CLERK**

**267/22 Date of Next Meetings**

Thursday 13<sup>th</sup> October at 1pm via Zoom.

The meeting ended at 10:45 pm.

**CSG/07/20**

**CSG 20/07/2022**

**Draft minutes**

**Initial.....**

*PUBLIC SECTOR EQUALITY DUTY 2010/CRIME AND DISORDER ACT, 1988: the decisions made during the course of the meeting were duly considered and it was decided that there were no resulting direct or indirect implications in respect of crime and disorder, or equalities considerations, other than those stated in the minutes.*