

Minutes from a meeting of the Communications Strategy Sub Committee held on Thursday 5<sup>th</sup> June 2025 at 2pm in the Council Chamber.

**Present:**

Cllr. R. Ahmed  
Cllr. F. Davies (Mayor)  
Cllr. J. Harvey (Chair)  
Cllr. H. Haydock  
Cllr. J. Mordue

**Also present:**

Ms. Z. Taylor	Deputy Town Clerk
Mrs N Stockill	Estates Administrator

**Absent:** Cllr. M. Try

No members of the public attended and as so there was no public session.

**1. Election of Chair**

Cllr. J. Harvey was re-elected as Chair of the Committee for 2025 - 2026 by unanimous vote

**2. Election of Vice-Chair**

Cllr. Davies Proposed Cllr. Ahmed as Vice Chair; Seconded by Cllr. Harvey. There being no other nominations, Members unanimously **AGREED** to elect Cllr. Ahmed as Vice Chair of the Communications Strategy Sub Committee for 2025-2026.

**3. Apologies for Absence**

There were no apologies received.

**4. Declarations of Interest**

There were no declarations of interest.

**5. Meeting Notes**

Members reviewed and **AGREED** the notes from the last meetings held on Thursday 6<sup>th</sup> March 2025 and Thursday 10<sup>th</sup> April 2025, with abstentions from Cllrs. Haydock and Davies.

**6. Terms of Reference**

Members noted the Terms of Reference for the Communications Strategy Sub-Committee, as agreed by Full Council.

**7. Media Policy**

Members reviewed the Media Policy following a request from Full Council on 12<sup>th</sup> May 2025.

**Recommendation to Full Council:**

That Full Council approve the amendment to line 14.1.5 of the Communications Policy as proposed by Councillor Davies and seconded by Councillor Ahmed:

*"Where possible, press releases will include a quote from the Mayor, appropriate Committee Chair, or councillor nominated by the committee."*

The amendment was unanimously **AGREED** by the committee.

**8. Contact Details for Callum Anderson MP**

Members **AGREED** to include the contact email address for Callum Anderson's constituency office in the 'Useful Numbers' section of all future newsletters, under the heading 'Our MP for Buckingham'. **ACTION ESTATES ADMIN**

**9. Future Newsletter – Autumn 2025**

The following changes were noted:  
Remove section on retiring Town Councillors.

**10. Audio Newsletter**

Members **AGREED** for Cllr. Haydock to record the audio copy of the Autumn 2025 newsletter. The office will contact Cllr. Haydock to arrange this at an appropriate time. **ACTION CLLR. HAYDOCK/ESTATES ADMIN**

**11. Annual Social Media Report**

Members received an update from the Estates Admin on annual social media statistics. It was noted by the Committee that we do very well and are in the top percentile of parishes.

**12. Quality Bronze Award**

**Recommendation to the Resources Committee:**

It was proposed by Cllr. Davies and seconded by Cllr. Harvey that a report be prepared on the creation of a precept line and allocation of resources for pursuing the most appropriate Quality Award, to commence in April 2026.

The proposal was **unanimously AGREED**.

**13. Chair's Items**

There was none.

**14. Date of Next Meeting**

17<sup>th</sup> July 2025 (informal) @ 1pm via Zoom

4<sup>th</sup> Sept 2025 (formal) @ 1pm in Chamber

The meeting closed at 13:49

Chair .....

Date .....