

Minutes from a meeting of the Communications Strategy Sub Committee held on Thursday 5th 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 6th March 2025 and Thursday 10th 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 12th 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

17th July 2025 (informal) @ 1pm via Zoom
4th Sept 2025 (formal) @ 1pm in Chamber

The meeting closed at 13:49

Chair

Date