

Minutes of Trowse with Newton Parish Council – Personnel and Communications Committee meeting held on 15th February 2024 at 6.30pm, in The Manor Rooms, Trowse.

Present

Cllrs Greenizan, Bowers, Long and Kate Leggett (clerk)

078 (001) APOLOGIES

Cllr Barnes. IN the chair's absence, Cllr Long took the chair for this meeting.

079 (002) DECLARATIONS OF INTEREST AND DISPENSATIONS

None

080 (003) MINUTES OF THE PREVIOUS MEETING

Minutes of the meeting held on the 11th January 2024 were **AGREED AND SIGNED**.

081 (004) MATTERS ARISING

None for this meeting.

082 (005) PUBLIC FORUM

None for this meeting

083 (006) COMMUNICATIONS

6.1 – Newsletter distribution. Cllr Bowers took members through the Newsletter distribution following this being taken in house. Cllr Bowers now has a list of validated delivery addresses and contact details for all delivery volunteers. The church will be delivering the Feb/March edition with the villager and the PC's next delivery will be the March/April edition.

6.2 Newsletter articles

- Biodiversity Plan
- Beryl Bikes
- Summer event – save the date
- Trowse Historical Society meeting and Village sign
- SpeedWatch
- Bus Gate camera

084 (007) STAFFING AND MANAGEMENT ISSUES

7.1 – The clerk informed members that she has signed up for the September intake of the CiLCA course.

085 (008) POLICY, RISK ASSESSMENT AND TIMELINES

None for this meeting.

086 (009) DATE OF NEXT MEETING

Thursday 14th March 2024 at 6.30pm. Cllr Long gave her apologies in advance of this meeting.

Meeting closed at 7.09pm.

Sign:

Date: