

MINUTES OF TROWSE WITH NEWTON PARISH COUNCIL

Personnel and Communications Committee meeting held on 9th February 2026 at 6.15pm, in The Manor Rooms, Trowse.

Present

Cllrs P Greenizan (chair), H Bowers, J Gorman, D. Price and Kate Leggett (clerk)

030 (001) APOLOGIES

None for this meeting.

031 (002) DECLARATIONS OF INTEREST AND DISPENSATIONS

None

032 (003) MINUTES OF THE PREVIOUS MEETING

Minutes of the meeting held on the 12th January 2026 were **AGREED AND SIGNED**.

033 (004) MATTERS ARISING

Decisions	Actions
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There were no matters arising from the previous meeting.

034 (005) PUBLIC FORUM

None for this meeting

035 (006) COMMUNICATIONS

Update from clerk regarding Newsletters and any Parish Council communications.

- a) Newsletter articles:
 - add three months' worth of meeting dates to the articles listed from last meeting.
- b) The Clerk gave members information regarding the recent correspondence from Environmental Health.
- c) Cllr Gorman gave information to those present about the possible use/benefits of WhatsApp communities. Multiple chats can be run under one umbrella, which would mean that information could be sent out to those who signed up for it. It can be used for making announcements to groups or individuals. The Clerk's phone would be the admin for this. Resolved to make more investigations and look to implement this facility.

A discussion also took place about finding a suitable means of putting information out to multiple sites at once. Cllr Gorman will investigate this further.

036 (007) POLICY, RISK ASSESSMENTS AND TIMELINES.

None for this meeting.

037 (008) STAFFING AND MANAGEMENT ISSUES

None for this meeting.

038 (009) DATE OF NEXT MEETING

Monday 9th March 2026 @ 6.30pm.

Meeting closed at 6.55pm

Sign:

Date: