

BINGLEY TOWN COUNCIL



Bingley Town Council, Myrtle Place, Bingley, BD16 2LF

Events, Marketing and Communications Committee

Date: Thursday 11th August 2022

The press and public are invited to attend a meeting of the Events, Marketing and Communications Committee, which will be held on Wednesday 17th August 2022 at The Hub, Myrtle Place, Bingley, BD16 2LF, at 6.30pm.

A handwritten signature in black ink that reads 'E. Haskins'.

Eve Haskins

Town Clerk to the Council

Bingley Town Council, Myrtle Place, Bingley, BD16 2LF

townclerk@bingleytowncouncil.gov.uk 07529 222679

This meeting is open to the press and public by virtue of the Public Bodies (Administration of Meetings) Act 1960, s1

AGENDA

2223/13 Apologies for absence

- a) To note apologies for absence.
- b) To approve reasons for absence.

2223/14 Disclosures of interest

- a) To receive declarations of interest from councillors on items on the agenda.
- b) To receive written requests for dispensations for disclosable pecuniary interest.
- c) To receive and consider requests for dispensation as appropriate.

2223/15 Minutes

To confirm as a correct record the minutes of the Events, Marketing and Communications Committee (EMACC) meeting held on 18th July 2022 (attached).

2223/16 Confidential items to be discussed after item 2223/23

To consider if any items on the agenda need to be discussed in confidence after item 2223/23, following exclusion of the press and public, due to their sensitive nature.

2223/17 Public Participation

Members of the public are reminded that this is their opportunity to speak to the meeting on any topic relevant to the work of the council. However, they may not speak during the rest of the meeting unless specifically invited to do so by the Chair.

2223/18 Terms of Reference

To review the Terms of Reference (attached) for recommendation for Full Council approval.

2223/19 Markets

To consider any market issues and to agree any actions, including on the following:

- a) To receive a verbal update from the informal markets' meeting held on 12th August.
- b) To consider recommending to Full Council increased remuneration to Farmers' Market entertainers.
- c) To receive an update on the meeting with Bradford Council's Markets' Communications Officer and to agree any actions.
- d) To consider encouraging greater councillor presence at markets.

2223/20 Communication

To consider the Council's communication with the public and to agree recommendations to Full Council on the following:

- a) To consider social media accounts (Twitter, Facebook): additional password holders (including two councillors who will be responsible for social media in addition to staff members).
- b) To discuss the suggestions from residents collated at local events.
- c) To consider the public opening hours of the Hub.
- d) Policies:
 - (i) Review of Communications Policy (attached).
 - (ii) Adoption of Community Engagement Policy (attached).
 - (iii) Review of Editorial Policy for Newsletters (attached).

2223/21 Events

To consider the Town Council's involvement in local events run by third parties.

2223/22 Date of next meeting

To note the date for the next committee meeting on Wednesday 23rd September 2022 at 6.30pm in the Hub, Myrtle Place, Bingley, BD16 2LF.

2223/23 Exclusion of the press and public

To resolve that members of the press and public be excluded from any items under the provision of the Public Bodies (Admission to Meetings Act 1960 s1 (2)), during consideration of items of a confidential nature.