

Wellington Town Council

Town Mayor
Cllr Pat Fairclough



Town Clerk
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EVENTS AND COMMUNICATIONS COMMITTEE

You are hereby summoned to attend a meeting of the above named Committee to be held online via zoom on **Tuesday 30th March 2021**, commencing at 4.00pm showing live on Facebook.

Dated this 12th March 2021

Signed

Town Clerk

AGENDA

1. Welcome and Introductory Remarks
2. Apologies for Absence
3. Declarations of interest
4. To confirm the minutes of the last meeting Tuesday 23rd February 2021
5. Matters arising from those minutes:

Minute 49/20 - ACTION: Caroline was tasked with contacting Shifnal Council to ask their opinion on the event.

ACTION: Caroline to speak with trusted traders and gauge their opinions - DONE

Minute 54/20 - ACTION: Caroline to pass film suggestions onto the Orbit - DONE

ACTION: Caroline to forward Twinning email to local schools for response.- DONE

Minute 55/20 - ACTION: Caroline to provide Facebook Analytics monthly

ACTION: Caroline to identify the status of the Liaison working group – ST / KR

Minute 56/20 - ACTION: A digital copy of the newsletter would be circulated when received - DONE

Minute 57/20 - ACTION: Caroline to add Communications Protocol and Strategy to the next agenda - DONE

6. Correspondence: Urgent matter for consideration:

Karting event – route TBC

7. Post Covid community event suggestions
8. Decision on Fair taking place in November
9. Update on Newsletter / Digital delivery
10. Christmas Lights
11. Family Fun Days – Bowring (T & W x3 events)
12. Social Media Analytic Report
13. Changes to website
14. Communications Protocol and strategy feedback
15. Report from the Wellington Festival Committee including budget spend
16. Marc Petty – LA21 Film – Virtual festival
17. Date and time of next meeting – Tuesday 27th April 2021

