

HASSOCKS PARISH COUNCIL

Minutes of the Policy, Resources and Communications Committee Meeting held on Tuesday 19 November 2013 at 7.30 pm in the Parish Centre, Adastra Park.

Present: Judith Foot (Chairman) Pemny Wadsworth
Peter Gibbons Frank Rylance

Clerk: Linda Baker

- 1. Apology for Absence.** An apology for absence was received from Paul King.
- 2. Declarations of Interest.** None.
- 3. Minutes of the Meeting held on 27 June 2013.** The minutes were taken as read, agreed by the meeting, and signed by the Chairman as a correct record.
- 4. Parish Office Equipment.** RESOLVED TO RECOMMEND the purchase of an Epson flat bed scanner and an ABBYY Fine Reader 11 OCR software package, at a cost of approximately £200, plus VAT, for the Parish Office to enable documents to be scanned and copied, particularly for use in connection with the Neighbourhood Plan.
- 5. Use of the Council Chamber by Outside Bodies.** The arrangements for use of the council chamber by outside bodies were noted (copy attached).
- 6. Communications Update.** Communications with residents was discussed, and it was agreed that as different people and different age groups favoured different media, it was advisable to use as many different methods as possible, Talk About articles, Twitter, website, posters, newspaper features etc. The problem with the monthly parish council article in the Talk About was the restriction in length. It was suggested that a separate tab was needed on the website for the Neighbourhood Plan, and Penny Wadsworth would raise this with Paul King. It was agreed that Communications should be a standing item on the agenda, and that an item would be included on the agenda for the next meeting to review the website.
- 7. Draft Precept 2014/15.** The draft precept was approved, with an increase in the grant to Light Up Hassocks for 2014 to £600. The committee approved the proposal to set aside a reserve of £10,000 for street tree planting for the next three years.
- 8. Meeting Dates 2014.** The following meeting dates were approved:
Tuesday 18 February
Tuesday 20 May

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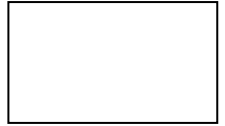
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Tuesday 16 September

Tuesday 18 November

9. Date of Next Meeting. Tuesday 18 February 2014 at 7.30 pm.



There being no other business, the Chairman closed the meeting at 8.25 pm.

Chairman.....

Date.....