

A meeting of the Newsletter Advisory Committee of Halberton Parish Council
will be held in the Committee Room at Village Hall, Halberton
on Tuesday, 1 September 2026 at 7.30pm

All Members of the Newsletter Advisory Committee are summonsed to attend for the purpose of transacting the business specified in the Agenda below.

Susan McGeever
Clerk, Halberton Parish Council
25 August 2026

AGENDA

ITEM		REPORT PAGE
1	Apologies	N/A
2	Declaration of Interest	N/A
3	Public Forum	N/A
4	Approval of the Minutes dated 7 July 2026	2-4
5	Matters arising from the aforementioned Minutes	N/A
6	Membership/Secretary/Recruitment and distribution of workload for Issue 187 - Printing costs	N/A
7	Comments about the previous edition of the Newsletter	N/A
8	Business Directory	N/A
9	Consideration of contents for the next edition of the Newsletter	N/A
10	Important Dates for Newsletter production and mailing	N/A
11	Local distribution and distribution coverage	N/A
12	Date of next meetings 3 November 2026	N/A

ITEM		Report Page
4	Approval of the Minutes dated 7 July 2026	2 to 4

Halberton Parish Council

Minutes of the Newsletter Advisory Committee meeting on Tuesday, 7 July 2026

Present: Councillor Graham (Chair), Councillor Slade and the Clerk (minutes)

1. Apologies

Apologies had been received from C Jobson and J Wooding.

2. Declarations of interest

None

3. Public Forum

No members of the public were present at the meeting

4. Approval of Minutes dated 5 May 2026

The minutes were approved as an accurate record of the meeting and duly signed by the Chair.

5. Matters arising from the aforementioned Minutes

It was noted Councillor Fairclough had indicated she would provide a councillor profile for Issue 168.

Actions:

JW newsletters to Tiverton Museum.

Clerk to put out a call for the numbers still missing: 9, 11, 24, 64, 86, 90, 93, 98, 102, 129 and 133 then 148, 156 and 165.

6. Advisory Committee Membership / Recruitment and distribution of workload

No response had been received to the call for additional members of the Advisory Committee.

Action: Editor to set up a noticeboard page in the next edition and include the call for additional members.

The Clerk was pursuing clarification on the cost of a full colour Newsletter.

7. Comments about the previous edition of the Newsletter.

The Newsletter had been sent to the printers on the due date.

The content was good.

Actions:

Clerk to ask Tiverton Town Council for a revised advertisement.

Clerk to remove references to the Lunch Group and the Senior Citizens Club in the village directory.

8. Business Directory

Report from C Jobson:

There was a late cancellation of a full-page advert (O Smith Electrical) for edition 185, so the income for that edition was only £928.

No existing advertisers have cancelled their renewals for edition 186, although at the time of writing this report, confirmation of renewal from ten advertisers is awaited. This is not unusual.

There are no confirmed new advertisers, but there has been two enquiries: K Small & Son (quarter-page),

and The Barge/Hickory Inn (full-page).

The new owners of The Hickory Inn, which is re-opening as The Barge, wanted a full-page colour ad but as we have no free colour ad pages monochrome has been offered.

Given that the re-opening of the village pub is a fairly significant event, should an article be written alongside an advertisement? This could potentially run alongside a full-page colour ad in the Newsletter proper for one edition only.

Could the Advisory Committee make a decision on this please.

Decision:

The Newsletter Advisory Committee agreed that a full colour ad should be offered in the front of the magazine alongside a page of editorial.

If no existing advertisers drop out and The Barge goes ahead then there will be 30 pages of adverts in the Business Directory plus 1.5 pages of adverts in the Newsletter proper. The Business Directory will start on page 48 and the advertising income will be £952.

9. Consideration of contents for the next edition of the Newsletter

Councillor profile; Cllr Fairclough to provide notes to Cllr Slade

History Group

Traffic News

Neighbourhood Watch

Churches, schools, local groups etc.

Update on Roman remains (SHARE) – GWC Joint Advisory Committee visit.

Ash Thomas fete

Mid Devon Show

Tiverton Library

The Barge

MDDC/DCC

Joint Traffic Working Group

Village clean-up – yew trees, work at the pond, call for volunteers

Emergency Plan meeting

Apple Pressing

Harvest Festival

Bridwell

It was noted that the report on Housing Needs Survey would not be available until 21 July 2026 so this item and information on a Neighbourhood Priorities Statement would be included in the next issue.

The item on litter-picking would come out as there had been no response.

10 Important dates for Newsletter production and mailing

Meeting date	7 July
Deadline for articles	17 July
To printers	22 July
Received from printers	29 July
Distribution	1/2 August

Meeting date	1 September
Deadline for articles	11 September
To printers	16 September
Received from printers	23 September

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Distribution	26/27 September
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Meeting date	3 November
Deadline for articles	13 November
To printers	18 November
Received from printers	25 November
Distribution	28/29 November

11 Local distribution and coverage

The Clerk had delivered copies to Middle Curham and Way Mill but needed more information on Seckerleigh or Burrow Corner.

Action: J Wooding to provide map so Clerk could deliver.

12 Date of next meeting

Tuesday, 1 September 2026

