

A meeting of the Newsletter Advisory Committee of Halberton Parish Council
will be held in the Committee Room at Village Hall, Halberton
on Tuesday, 7 July 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
27 April 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 5 May 2026	2-4
5	Matters arising from the aforementioned Minutes	N/A
6	Membership/Secretary/Recruitment and distribution of workload for Issue 186	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 1 September 2026 3 November 2026	N/A

ITEM		Report Page
4	Approval of the Minutes dated 5 May 2026	2 to 4

Halberton Parish Council

Minutes of the Newsletter Advisory Committee meeting on Tuesday, 5 May 2026

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

1. Apologies

Apologies had been received from C Jobson.

2. Declarations of interest

None

3. Public Forum

No members of the public were present at the meeting

4. Approval of Minutes dated 3 March 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

Joy Wooding advised that she would be taking copies of the newsletter to Tiverton Museum.

Action: 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.

7. Comments about the previous edition of the Newsletter.

The colour pages had worked well again and, overall, it was felt to have been a good edition with a lot of useful information.

It was important to get the issue to the printers on the due date.

8. Business Directory

Report from C Jobson:

One long-standing (since at least 2016) advertiser has cancelled due to restructuring (Energy Systems SW Ltd, half-page colour). All other existing advertisers bar one (O Smith Electrical) have confirmed they will continue, although Tiverton Museum has reduced its advert size from full-page to half-page, and I have no reason to think Oliver Smith won't. The vacant colour slot has been taken by VA Accountancy, who have upgraded from monochrome.

There are no new advertisers.

Assuming O Smith Electrical does continue we have 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 (one page later than in edition 184) and the advertising income will be £952.

Councillor Graham advised that there might be advert from a new group using the village hall. Since it was linked to the village hall it could go in the main section of the newsletter.

The Clerk had circulated the cost of increasing the number of colour pages and it was not financially viable at this time.

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.

Duck race

Report from the Annual Parish Meeting

Report from the Annual Meeting of the Parish Council/Housing Needs Survey/Neighbourhood Priorities Statement

Update on Roman remains (SHARE)

Ash Thomas fete

School report from Annual Parish Meeting (Clerk to see approval)

Mid Devon Show

Tiverton Library

Canal Nature Trail

It was noted that the Lunch Club could be restarting

10 Important dates for Newsletter production and mailing

Deadline for articles	15 May
To printers	20 May
Received from printers	27 May
Distribution	29/30 May

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
Distribution	26/27 September

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

No copies had been delivered to Middle Curham, Way Mill, Seckerleigh or Burrow Corner.

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

12 Date of next meeting

Tuesday, 7 July 2026