

A meeting of the Newsletter Committee of Halberton Parish Council
will be held in the Committee Room at Village Hall, Halberton
on Tuesday, 4 March 2025 at 7.30pm

All Members of the Working Group are summonsed to attend for the purpose of transacting the business specified in the Agenda below.

Susan McGeever
Clerk, Halberton Parish Council
25 February 2025

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 January 2025	2-4
5	Matters arising from the aforementioned Minutes	N/A
6	Change to Committee Membership/Secretary/Recruitment and distribution of workload for Issue 178	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 meeting	N/A

ITEM		Report Page
4	Approval of the Minutes dated 7 January 2025	2 to 3

Halberton Parish Council

Minutes of the Newsletter Working Group Meeting on Tuesday 7 January 2025

Present: Councillor Graham (Chair), J Wooding and C Jobson together with the Clerk.

The Clerk recorded the minutes.

1. Apologies

Apologies had been received from D Charles.

2. Declarations of interest

None.

3. Public Forum

No members of the public were present.

4. Approval of Minutes dated 29 October 2024

The minutes were approved as accurate.

5. Matters arising from the aforementioned Minutes

There were no matters arising that were not covered under the appropriate item.

6. Working Group Membership / Recruitment and distribution of workload

No-one had come forward to assist with the Newsletter. A notice would be put in the upcoming Newsletter.

Clerk

Members of the Working Group would continue with their current roles when putting together Issue 177.

Clerk / All

7. Comments about the previous edition of the Newsletter

Positive comments had been regarding the front cover and that the Church services had been condensed to two pages freeing up two pages for editorial.

One company contacted as part of item 8 below had considered the Newsletter to be very smart and professional when viewing online.

8. Business Directory

C Jobson advised that D Charles had produced a spreadsheet of advertisers in other local Newsletters and as a result 56 emails had been sent. This had resulted in:

- 7 new half pages and
- 1 probable half page
- 2 probable quarter pages
- 1 possible other advert

In addition, TCAT had committed to taking the colour back cover for the next year and one advertiser had withdrawn a quarter page ad. As a result income for this issue would be up from £892 to £990 or £1020.

The Working Group wished their thanks to D Charles and C Jobson to be recorded in the minutes.

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

It was noted that 3 adverts for community events would be received.

The History Group were looking to hold an afternoon at Ash Thomas and an article relating to Ash Thomas and Brithem Bottom, the historic carnival and the acquisition of Pigeons would be put together.

Besides the normal community led articles submitted it was felt that the history behind Mother's Day and Pancake Day could be written.

It was noted that Bridwell had opened under new ownership.

The apple pruning event had been cancelled and a new date was awaited.

The timings of the Pilates class at the village hall would need to change.

If possible, the date of the Duck Race would be included.

Clerk/All

10 Important dates for Newsletter production and mailing

- Deadline for articles 17 January
- Newsletter to printers 22 or 23 January
- Delivery to Village Hall 29 or 30 January

11 Local distribution and coverage

The delivery for Pethertons had now been organised.

The delivery for Crosslands would require a new person. (Possible those doing Pethertons would take this on.)

The effectiveness of the delivery to Leonards Moor and Muxbeare had been raised but the Working Group felt it was important that the Newsletter was delivered to all homes in the Parish. The Newsletter was also delivered to community areas such as the spa at Sampford Peverell and the Pharmacy.

The Clerk would raise the matter with the Parish Council.

Clerk

12. Date of next meeting

The next meeting of the Working Group will take place on Tuesday 4 March 2025.