

# Ongar Town Council



Aimi Middlehurst  
Town Clerk

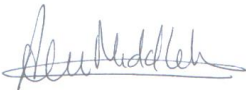


30<sup>th</sup> January 2014

## TO MEMBERS OF THE PUBLIC RELATIONS COMMITTEE

You are hereby summoned to attend a meeting of the **PUBLIC RELATIONS COMMITTEE** to be held in **BANSONS, BANSONS WAY, ONGAR** on **THURSDAY 6<sup>th</sup> FEBRUARY 2014** commencing at **8pm** for the transaction of business as set out below.

Members of the press and public are invited to attend.



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## AGENDA

### **21/13 Apologies for absence**

### **22/13 Declaration of Disclosable Pecuniary Interest (DPIs), Other Pecuniary Interest and Non Pecuniary Interests under the Council's adopted Code of Conduct.**

Members of the Council are subject to Paragraphs 6 (DPIs), 7 (Other Pecuniary Interests) and 8 (Non Pecuniary Interests) of that Code. Members are also subject to paragraphs 9 – 11 of that Code as regards declaration of interests and participation in the meeting insofar as any item of business involves such an interest.

### **23/13 Public participation session with respect to items on the agenda previously notified to the Clerk**

The Council will hear first from Councillors with prejudicial interest who must leave the room immediately after they have made their representations, answered questions or given evidence. Councillors cannot remain in the room to hear representations of others. After the close of public participation session, any member having left due to Section 12 (2) may rejoin the Council. When the Council starts to discuss any item on the agenda, where a member has an interest, the member with that interest must have regard to the Code of Conduct and make the necessary disclosure and where appropriate leave the meeting. The maximum time allowed for this item is 15 minutes.

### **24/13 To agree the minutes of the Public Relations meeting held on 24<sup>th</sup> October 2013**

The minutes are attached.

### **25/13 Matters arising for report from the previous committee meeting**

### **26/13 Clerk's Report**

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**27/13 Chairman's Coffee Morning**

To receive an update on arrangements for the Chairman's coffee morning to be held on 19<sup>th</sup> June 2014.

**28/13 Annual Town Meeting**

To agree the arrangements for the Annual Town meeting.

**29/13 Community Grants**

To note that any unspent funds from 2013/14 will be added to those available for 2014/15.

**30/13 Annual Report**

- To consider the distribution of the Annual Report to every household in Ongar.
- To consider the logistics and costs involved in this process.

**31/13 Citizen of the Year Competitions**

- To agree the recommendation from the Public Relations working group for the Citizen of the Year Award nomination.
- To note that no applications were received for the Young Citizen of the Year Award.

**32/13 Best Kept Allotment Competition**

To re-consider the time of prize giving for this competition.

**33/13 Website**

To receive an update with regard to the new website provision.

**34/13 Budget report**

To note committee budget as end of 29<sup>th</sup> January 2014.

**35/13 Unlisted items**

Unlisted items can be raised by Councillors or members of the public for the Council's consideration. No discussion will be held at this meeting. **Time limited to 5 minutes.**