

# Ongar Town Council



Aimi Middlehurst  
Town Clerk

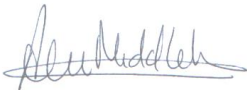


15<sup>th</sup> May 2014

## 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 22<sup>nd</sup> May 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

### **01/14 Apologies for absence**

### **02/14 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.

### **03/14 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.

### **04/14 To agree the minutes of the Public Relations meeting held on 6<sup>th</sup> February 2014**

The minutes are attached.

### **05/14 Matters arising for report from the previous committee meeting**

### **06/14 Clerk's Report**

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### 07/14 **Communication Strategy**

To consider the revised copy of the Communication Strategy

### 08/14 **Community Grants**

- To agree a deadline for submission of grant applications
- To agree a meeting date at which applications will be considered

### 09/14 **Annual Report**

To note the delivery responsibilities by councillors and staff as agreed at the meeting held on 24<sup>th</sup> October 2013

### 10/14 **Budget report**

To note committee budget as at end of April 2014.

### 11/14 **Terms of Reference**

To review the committee's terms of reference.

### 12/14 **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.**