

Communication Working Group notes – Thursday 26th January 2012

Present: Wendy Hull, Sheila Preece, Alan Preece, Alan Aburrow, David Mayer, Glenise Morgan, Joyce Fey, Jackie Longworth, Farhan Ahmed, Andrew McGrath

Apologies: Sue Mayer, Simon Tomlinson

Notes and Actions:

Title of Well Being Fund should now be – Local Community Grants (Well Being). Request endorsement from the NP. **Action:** Working Group.

Forum agenda needs to be on posters. Some want two rounds of posters. 1st round soon after the previous forum stating date/venue of next forum, 2nd round, approximately 3 weeks before the Forum with agenda items featured. Each area to state its preference.

Agenda and posters to be provided to reps as A5 and A4. Preference and numbers to be stated to Farhan. All future dates of Forums to be put on posters. Ensure all publicity has website address.

Jackie Longworth's and Sheila Preece's email addresses to be added to Comms contact list. **Action:** Andrew. Afternote: Done

Agreed that the NP will advertise in 4 editions of Bristol 9 per year. These to be in co-ordination with meeting schedules.

Change Link on BCC website to 'visit our website'. **Action:** Andrew. Afternote: Done

Agreed that information in the red files should contain only the last two meetings papers. Need a new Red Folder for Henleaze Library. **Action:** Farhan

Agreed that Farhan will organise reps visiting other organisations. He is already making visits himself. **Action:** Farhan

New date for next Comms meeting – Monday 23 April 2012

Andrew still to send out acknowledgement logo to group members. **Action:** Andrew. Afternote: Done