



Mrs S J Templeman
Clerk to the Council

The Parish Council Community Centre
Bell Lane, Ackworth
Pontefract, WF7 7JH

Tel: 01977 611583

E-mail: clerk@ackworthparishcouncil.gov.uk

23rd March 2021

Dear Sir or Madam:

You are invited to attend a virtual meeting of Ackworth Parish Councils Communications & Media Committee, which will be held on MONDAY 29th MARCH 2021 AT 19.30

If you wish to attend the meeting please email info@ackworthparishcouncil.gov.uk to request a link.

Yours faithfully

Sue Templeman

Mrs S J Templeman
Clerk

AGENDA

1. To receive apologies and approve reasons for absence
2. Declarations of Interests and Dispensations
 - 2.1 To receive declarations of Interest from Councillors on items on the agenda
 - 2.2 To receive written requests for dispensations for disclosable pecuniary interest
 - 2.3 To receive any requests for dispensation as appropriate
3. To receive and approve the notes of the informal meeting held 11th March 2021
4. To approve the upload timings of posts discussed at the meeting held on 11th March.
5. To receive and approve the updated 'Social Media Management of Information document.'
6. To agree the types of Facebook & Website posts/information that can be dealt with by the Clerk and the Admin Assistant without the need for committee involvement.
7. To review the lines of communication and responsibility in relation to Facebook and Website posts is effective/timely?
8. To review the protocol and best practice for social media and other communication.
9. To consider items to be reported back to the Parish Council meeting on 13th April
10. To agree any urgent social media posts not covered at the last meeting
11. To agree the date and time of next meeting

Please note that there is no opportunity for members of the public to speak at committee meetings