



OBJECTIVES, STRATEGY AND COMMUNICATIONS WORKING GROUP

22 April 2024

Dear Councillor

NOTICE IS HEREBY GIVEN that a Meeting of the Objectives, Strategy and Communications working group at which your attendance is summoned, will be held at **Mayor's Parlour - Town Hall on Friday, 3rd May, 2024 at 3.00 pm** to transact the business specified in the Agenda as set out.

Iain Wedlake
Town Clerk

Distribution: Councillors , J Atkins, P Lloyd, C Myers, V Rudge, S Walsh and C Williams



For information – to be taken as read:

- 1** ***Declarations of Interest** – Members are reminded that they should declare any interest in the items to be considered and are also advised that the timescale to alter their stated interests with the District Council's Monitoring Officer is 28 days.*
- 2** ***Items requiring urgent attention** – to consider those items which, in the opinion of the Committee Chair, should be considered by the meeting as matter of urgency (if any). To be taken at the end of the meeting.*
- 3** ***The Freedom of Information Act 2000** deems that all information held by this Council should be freely available to the public unless it falls under one of 23 exemptions.*
- 4** ***The Data Protection Act 2018** precludes this Authority from publishing the names, addresses or other private information of individuals unless written permission is given by the individual for such details to be made public. Therefore, where necessary, personal details have been removed from the papers attached to ensure that information held is available, but individuals are protected.*
- 5** ***Mobile telephones** Councillors and members of the public are requested to ensure that mobile phones are switched to 'silent' during the meeting to avoid disruption.*
- 6** ***Recording** this meeting may be filmed or audio taped.*
- 7** ***Public Participation:** Members of the public will be given an opportunity to address Councillors present at this meeting regarding agenda items, at the discretion of the Chairman. The comments of members of the public and electors of the parish who speak before the start of the will not form part of the Minutes of the meeting.*



A G E N D A

PART I

(Open to the Public)

1. **Election of chair**

2. **Election of vice chair**

3. **Recap on possible objectives**

“Post it” exercise to ensure all potential objectives are captured

4. **Grouping of objectives**

“Post it “ exercise on grouping common objectives together

5. **Recap on existing objectives which are ongoing or budgeted**

“Post it” exercise to recap and order existing objectives which are underway or budgeted.

6. **Final selection of Objectives into priority order**

Final “Post it” exercise to place selected objectives in priority order. Preferably not exceeding 9-10 items.

7. **Communications strategy**

To select best potential dates for (options to follow) 2 half days (probably mornings) each session to be 6 officers and the 6 members of the working group.

To establish a timeline for creating the communications strategy.

8. **Date of next meeting**