



# Penketh Parish Council

Council Office, Penketh Pool and Community Centre, Honiton Way, Penketh, Warrington WA5 2EY

Tina Rogers-Smith, Temp Clerk to the Council/RFO

Tel 01925 724 515

[clerk@penkethparishcouncil.org.uk](mailto:clerk@penkethparishcouncil.org.uk)

---

## Communications & Marketing Strategy Committee Meeting

### Agenda

Meeting to be held at 7pm on Tuesday 29th June 2021

### Community Meeting Room

Councillors Fellows, Lenihan, Potts, L Jones

#### PART 1 Opening

- 1 Present
- 2 Apologies
- 3 Elect a Committee Chairman
- 4 4.1 Code of Conduct – Declaration of Interests  
4.2 Localism Act 2011 – Dispensations
- 5 Promote dry side use
- 6 Sound equipment for meetings
- 7 Official Pool Update Message
- 8 Newsletter  
[i] template/draft  
[ii] dates for production & distribution
- 9 Logo
- 10 Office 365
- 11 Action Log
- 12 Website update processes
- 13 To confirm date and venue of next meeting

#### Public Forum

#### Part 2 None

**NOTE: DUE TO COVID REGULATIONS THERE ARE 5 PLACES FOR MEMBERS OF THE PUBLIC TO ATTEND. PLEASE EMAIL THE CLERK TO REQUEST A PLACE.**