

**HEXHAM TOWN COUNCIL**

**DRAFT MINUTES OF THE COMMUNITY ENGAGEMENT COMMITTEE MEETING  
HELD ON 1 DECEMBER 2020**

636.	PRESENT: Councillor T Pearson in the Chair and Councillors R Hull, S Ball, T Gillanders, J Ord, C Hanley, L Panesh and T Cessford.
637.	APOLOGIES FOR ABSENCE were received from Councillor Dodds.
638.	MINUTES of the meeting held on 21 October 2020, having been circulated, were AGREED.
639.	<p>MATTERS ARISING:</p> <ul style="list-style-type: none"><li>a. SOCIAL MEDIA TRAINING (minute 622b refers). It was noted that this had taken place online on 23 November and was useful. A social media policy will be proposed in due course.</li><li>b. WINTER/CHRISTMAS LIGHTS (minute 622c and action log refers). It was noted that the required cable work had been carried out by the County Council. It was further noted that the switch-on of the tree lights was streamed by HexhamTV and that a quote for new lights for the tree by Benson's Gate is pending.</li><li>c. REMEMBRANCE DAY (minute 622d and action log refers). It was noted that the second lockdown resulted in only the Mayor and Vice Lord Lieutenant laying wreaths at 11.00am, with other wreath layers subsequently laying wreaths at intervals later on the day. The Mayor and other Councillors had been present at the War Memorial for the Two Minute Silence on 11 November. HexhamTV recorded the first wreaths being laid.</li><li>d. TERRACYCLE (minute 625 and action log refers). It was noted that Hexham Community Partnership has confirmed it will promote this scheme.</li><li>e. FESTIVAL OF FLAME (minute 628 and action log refers). It was noted that this event is still planned but no longer before Christmas.</li><li>f. GOODS SHED (minute 629 and action log refers). It was noted that further information is pending.</li><li>g. DEFIBRILLATOR SITE (minute 630 and action log refers). It was noted that the new bus station may be the preferred site.</li></ul>
640.	DECLARATIONS OF INTEREST: No declarations of interest were made.
641.	HEXPRESS: It was AGREED that future content could include information on the difference between the Hexham Neighbourhood Plan and Town Plan, and how the Town Council supports Hexham Youth Initiative and the Community Centre.

642.	DRAFT HEXHAM HSHAZ COMMUNITY ENGAGEMENT PLAN: It was AGREED to ask David Coverdale, Senior Programme Officer, to provide an informal online briefing on the HSHAZ for all Town Councillors on 15 December.
643.	DRAFT TOURISM STRATEGY: It was noted that a working group had now met three times and has a range of representatives. It was AGREED that the tourism sector in the town will be consulted on the document in January.
644.	QUEEN'S PLATINUM JUBILEE: It was AGREED to set up a working group with the Community Partnership, Abbey and others to consider an event in 2022.
645.	GREEN FLAG AWARD: Feedback recommendations were considered. It was AGREED to record a thank you to the Operations Manager for the excellent maintenance of the Cemetery, contact Hexham Space for Nature and Hexham in Bloom regarding a nature trail, to consider both bat and bird surveys, and add information on the "Hexham Cemetery: A Place of Charm and Historic Interest" booklet to the website.
646.	QUALITY STATUS: It was noted that having the Foundation Award and meeting other criteria takes the Council well on the way to this but there are some requirements currently not met. It was AGREED to add draft minutes to the website as soon as approved by the relevant Chair, consider a publicised programme of speakers at Full Council meetings, consider a community engagement action plan, and for the Clerk to propose actions that may be taken in the next few months as a legacy for the new Council to consider next steps in June/July 2021.
647.	NEXT MEETING: It was AGREED that the next Committee meeting will be held online on Tuesday 12 January 2021 at 6.30pm.

### Action Log

Draft a social media policy (minute 639a)	Clerk
Contact NCC regarding the possibility of placing a defibrillator at the bus station (minute 639g)	Clerk
Arrange a HSHAZ briefing (minute 642)	Clerk
Arrange the draft tourism strategy consultation (minute 643)	Councillor Hull/Admin Officer
Set up a working group to consider the Queen's Platinum Jubilee (minute 644)	Councillor Pearson
Pursue the Green Flag Award recommendations as agreed (minute 645): Contact Space for Nature and HinB Contact Sam Talbot Contact RSPB contact	Councillor Ord Clerk Councillor Gillanders

Add information to the website	Clerk/Admin Officer
Work towards Quality Status as agreed (minute 646): Add draft minutes to the website Consider an action plan Propose actions	Clerk Councillor Pearson Clerk

Chairman .....