

COMMUNICATIONS GROUP - NOTES OF THE MEETING ON 20TH FEBRUARY 2013

Present: Janet Miller, Emma Fairbrother

Apologies: Eric Tilley, Jen Francis, Joe Dugdale, Andy Parker, David Mulholland

1. NOTES FROM LAST MEETING

It was agreed the notes from the last meeting on 23rd January were correct.

2. COMMUNICATIONS GROUP TERMS OF REFERENCE

A revised draft had been circulated, and minor amendments were discussed. It was acknowledged that the document did cover everything that we would want the Communications Group to take on - in an ideal world. With the numbers and skills available to the Group right now, however, it would not be possible. It was agreed that Janet would send a revised version for Emma to circulate to all the people who have expressed an interest in the Group previously, asking if they still wanted to be a part of it, and what they might be able to take on. At a later date Janet could write to everyone on the Town Team contacts list asking for help in specific areas.

3. ONGOING PROJECTS REPORT

Christmas Crawl: This is completed and an evaluation report has been sent in.

Spring Fair: The project has been signed off and plans are progressing. A suggestion had been made that rather than design a separate logo for the event, we might adapt the existing Buxton Town Team imagery, in order to consolidate this as Buxton Town Team project. The downside of this is that a stronger, livelier image might work better as a way to market the event. It was suggested that whoever took on the graphic design for the posters and maps should have a say on this, but Emma would be willing to produce a design if needed.

Buxton Illustrated Map: This has been approved, one public consultation meeting to agree content has been held so far, but more will be needed.

4. BTT IDENTITY

The logo and imagery are in use across all Buxton Town Team communications.

5. BTT WEBSITE UPDATE

Changing Web Host: Transfer of the site to Crazy Pages had been approved, there had been some delay in getting the codes and passwords needed to make this happen, there was no recent news from Andy.

Re-skinning: Emma and Eric would be meeting next week to discuss ideas and formulate a proposal.

6. VISIT BUXTON WEBSITE

Vision Buxton are working with a team of University students, who have asked to meet with Town Team representatives as well, to discuss their ideas. Janet will send relevant contact details to Emma, Eric, David and Jen to arrange a meeting.

7. ANY OTHER BUSINESS

Membership Recruitment Strategy: Terence and Roger had volunteered to take this on, Janet will contact them to enquire about progress.

8. NEXT MEETING

This will be held on Wednesday 27th March, hopefully in the Dome, Jen to book a room and confirm.