

Costessey Town Council



Minutes of the Communications Working Group of Costessey Town Council, held on Friday 15th October 2021 at 1pm via Zoom

Present: Cllrs G Blundell (Chairman), T Laidlaw, P O'Connor, S Sizeland; H Elias (Town Clerk), N Bailey (Deputy Clerk) & L Trabucco (Minutes Secretary). Two presenters from Cloudy IT for Q & A at start of the meeting.

CO01/21: It was agreed to have two presenters from Cloudy IT present to allow Councillors to ask questions following their demonstration on 4th October 2021. The equipment shown would work for the Jerningham Room at the Costessey Centre. Four quotes were given ahead of the meeting and further clarification sought to resolve the microphone and sound issues. It was advised that the "reinforced sound" of the fixed system of "Shure" would be the better solution. A query was raised about the timeline of their installation of the equipment, and it was mentioned that it would be a 4 to 6 weeks' wait.

CO02/21: The two presenters from Cloudy IT left the meeting at 1:21pm

To elect a Chairman

CO03/21: Cllr G Blundell was nominated

RESOLVED to elect Cllr G Blundell as Chairman of the Communication WG

To receive apologies for absence

CO04/21: None

To receive declarations of interest

CO05/21: None declared.

To discuss solutions for better communications at meetings

CO06/21: After much discussion and consideration after the Q&A session with the two representatives of Cloudy IT, it was decided to go with Cloudy IT quote number 1898. Request clarification on recurring Teams Room Meetings costs on the quote and request the extension of the 30 day money-back guarantee.

Proposal to contract Cloudy IT quote number 1898 with the intention of extending their moneyback guarantee to 60 days. ACTION: Deputy Clerk

RECOMMENDED TO FULL COUNCIL to contract Cloudy IT (quote number 1898) with 60-day money-back guarantee in place

CO07/21: RESOLVED to hold the next Comms WG meeting on Thursday 4th November 2021 at 7pm via Zoom

CO08/21: The meeting finished at 2:15pm.

Items for upcoming meetings.

AV in the main Stafford Hall
Xmas Lights Switch On event
Ideas for newsletter content/improvements
Facebook comments (on/off/moderating)
Consider the merits of live streaming to YouTube
Public Project Plan