



**MINUTES FROM A MEETING
OF THE PUBLIC RELATIONS COMMITTEE
HELD ON THURSDAY 12TH FEBRUARY 2026, COMMENCING AT 7.40pm
IN ALL SAINTS CHURCH, EAGLESCLIFFE**

CLLRS PRESENT: Cllrs K Roebuck (Chair), J Fletcher, R Richardson & B Newcombe
IN ATTENDANCE: J Linsley – Clerk to the Council

28/25	<p>APOLOGIES FOR ABSENCE</p> <p>Apologies were received from Cllr M de Launay, Cllr A Marsden, Cllr J Ramsay & Cllr Collier</p>
29/25	<p>TO CONFIRM THE MINUTES OF MEETING OF 27TH NOVEMBER 2025</p> <p>The minutes of the meeting were approved by Cllr Roebuck & Cllr Fletcher. Resolved: - Noted</p>
30/25	<p>WEBSITE CONTENT & MANAGEMENT</p> <p>The Clerk advised that the Parish Map had been updated to include Kingsmead & Leven Close Playgrounds. The Clerk said that the Agenda's & Minute's on the Meetings Page were not up to date, due to the inability to scan documents with multiple pages, however she planned to use a scanner at Eldon Community Centre, to bring the website up to date.</p> <p>The Clerk advised that the new Policies adopted at the meeting on the 5th of February had been added to the policy page. Resolved: - The Clerk to continue to update the website content.</p> <p>At the Meeting on 27th November 2025, it was agreed that the Parish Council History Page, would be updated by the Councillor's</p> <ul style="list-style-type: none"> ○ War Memorials – Cllr Roebuck ○ Church History ○ SDR and Bicentennial Celebrations, industrial heritage (MOD, Chrome Plant etc) ○ Yarm Bridge 1400's to present day – Cllr Fletcher ○ Pre WWII (to 1938) – Cllr Ramsey ○ WWII to 1950 – Cllr Collier ○ Population and dwellings – Cllr Fletcher ○ Schools – Cllr Marsden ○ Past events (including Fete) – All councillors to share any photos over the years and to agree which ones to include on website <p>The Councillor's were still to provide the information, Cllr Roebuck said that she would send in the War Memorial's information by the end of next week. Cllr Collier had submitted some information, but it would need to be proofread by the Clerk to remove reference links.</p> <p>Cllr Roebuck said that post 1950 from the list and Cllr Fletcher volunteered to research and write this section. Cllr Fletcher said that he would revisit the content. The Councillor's to send their sections in to the Clerk and Cllr Fletcher said that there may be some cross over in the content.</p>

Resolved: - The Clerk to speak to Cllr Ramsay & Cllr Marsden to see how they are getting on with their sections.

31/25

NEWSLETTER

The publication of the newsletter needs to be early April, ahead of the Parish Annual Meeting on 23rd April.

Councillors discussed the content of the 2 newsletters that were issued in 2025 and distributed by GPSLD, who hand delivered documents to households, which was tracked by GPRS.

The following content was agreed: -

Section	Who	Comments
Annual Parish Meeting	Clerk	Adapted from April Newsletter
Welcome from Chair	Cllr Roebuck	
Summer Fayre	Cllr Richardson	Article to recruit volunteers to run events
Summer Fayre	Cllr Richardson	Speak with EARA for residents' ideas
Allotments	Cllr Richardson	
Finance (Precept)	Clerk	Update on increase in precept
Finance	Clerk	Playground Improvements and plans
New Clerk	Cllr Roebuck	Introduce New Clerk
Chaldron Notice Board	Cllr Fletcher	Meaning of Street Names
Network Rail	Cllr Fletcher	Electrification from Northallerton
Councillor Vacancies	Cllr Roebuck	
New Footpath/Cycleway	Cllr Fletcher	
New Councillors	Cllr Roebuck	Brian Newcombe
Yarm & Egglecliffe Group	Cllr Newcombe	

The Clerk to update all the contact details, new councillor email addresses, useful contacts. Cllr Roebuck to update QR Code, create a contact form and work on getting FB page up and running.

Cllr Richardson said that we could run a "We Want You" Campaign to recruit new councillors, which could be displayed on the noticeboards, website and shared on social media such as Eaglescliffe Watch FB Page.

The EGG Soup Newsletter from the PTA & Students at Eaglescliffe school was given a grant for the publication, however due to unforeseen circumstances newspaper was not distributed to the audience anticipated. EEC had been offered the grant monies to be either carried forward to the next edition or refunded. The Cllr's agreed that the money should be used for the next edition,

Cllr Roebuck asked that all articles are sent to the Clerk so that the Newsletter can be updated and if there is sufficient space other sections from the previous newsletters would be include, such as grants, snippets of news, venues. Cllr Roebuck asked for any other suggestions, from Councillors present at the meeting. Cllr Collier and Cllr Ramsay to contribute articles for the newsletter ahead of March 3rd.

The Community Awards were discussed, the Clerk had suggested a young sports person could receive the award, Cllr Roebuck said that the Council would have to approach her. The Litter Picking Volunteers had previously received an award. Cllr Roebuck asked

	<p>Councillors to consider other potential nominations, who had contributed to the community and raised its profile.</p> <p>Cllr Richardson to provide the details for the Allotment Awards to the Clerk, in order to get the Trophies engraved, once she had collected them in.</p> <p>Resolved: - Noted</p>
32/25	<p>DATE OF NEXT MEETING</p> <p>Tuesday 3rd of March 6.30pm at the Old Buildings, Urlay Nook Road, Eaglescliffe TS16 OLA</p>
33/25	<p>There being no other business, the meeting closed at 9.07pm</p>
	<p>Signed..... <i>K. Robb</i> Date..... <i>3/3/26</i></p>