

Minutes of the Meeting of the Equality and Diversity Working Group

Thursday 17th February 2022, 7pm

Present:

Cllr Perkin

Cllr B J Martin

Cllr Hook

In Attendance:

Louise Bareham (Town Clerk)

5. Apologies

Apologies were received from Cllr Rowlands.

6. Declarations of Interest

None

7. Minutes of the Previous Meeting and Matters Arising

Cllr Perkin thanked Cllr Hook for helping organise the Holocaust Memorial Day. Cllr Hook noted that the video from the HMD exhibition is now on YouTube.

It was **proposed** by Cllr Perkin, seconded by Cllr Hook, and on being put to the meeting it was **RESOLVED to accept the minutes of the previous meeting dated the 11th of December 2021.**

8. Diversity Calendar

Cllr Perkin shared an example of a diversity and inclusion calendar with the meeting.

There was a discussion on how the calendar could be used within the council.

It was **proposed** by Cllr Perkin, seconded by Cllr Hook, and on being put to the meeting, it was **RESOLVED for a shortlist of events to be put together, reviewed by the group and taken to the full council for consideration.**

It was **recommended** that the working group liaise with Christine Locke, who is the chief trustee of Diversity House.

9. Letters to Residents

Cllr Hook spoke on this agenda item, which was introduced in the previous meeting. This letter will aim to welcome new residents to Faversham.

The potential contents of the letter were discussed.

ACTION – Begin to draft the letter within the working group.

It was suggested that there be a version of the letter for each ward, signed by a councillor for the ward.

ACTION – Cllr Hook to prepare a report on this to bring to the next full council meeting.

10. Hearing Loops

Cllr Perkin introduced this item.

ACTION – Town Clerk to get full quotes for each required location.

Cllr Hook suggested that councillors undertake a short course on public speaking, either for this council or the next council as part of the induction scheme.

ACTION – Town Clerk to investigate public speaking courses.

11. Online Videos and Council Meetings

ACTION – Town Clerk to investigate the levels of engagement with the recorded newsletter.

ACTION – Abi Rainbow to organise the voice recordings for the newsletter.

Closed captioning on online videos was introduced by Cllr Perkin and was considered. It was **AGREED** that closed captioning is to be used on council videos where possible.

ACTION – Abi Rainbow to investigate how closed captioning can be best used.

12. Disability Forum

Cllr Perkin introduced this item. There was a discussion on how the engagement levels in the disability forum can be increased.

13. Matters for Report

Cllr Perkin spoke about the potential of opening the Equality, Diversity and Inclusion committee for co-option.

ACTION – Cllr Perkin to put together on social media a notice that we will be looking for people to be co-opted onto this committee.

Minutes typed by Abi Rainbow