

Globe Publication Schedule

It is suggested that a further two versions of the Globe are produced during the 1919/20 financial year in accordance with the following deadlines:

	Deadline for Articles	Copy Prepared	Copy Submitted to Printer	Final Version Available	Distribution Begins
Autumn - Winter 2019	30.09.19	11.10.19	14.10.19	8.11.19	11.11.19
Spring 2020	31.01.20	14.02.20	17.02.20	28.02.20	2.03.20

The timing of the Autumn/Winter edition has been planned to ensure that Christmas activities can be publicised.

At the meeting on 10th June 2019 it was agreed that J Martin would lead on the production of the Globe supported by J Jours and M Moore.

Delivery of the Globe has historically been carried out by members of the Parish Council however because of vacancies and holidays alternative arrangements had to be made for the recent issue. A Ferguson kindly delivered 140 copies in Dene Road. Members are requested to consider future delivery arrangements i.e. should this be via Councillors/volunteers or via a paid for delivery service?

A quote has been obtained from Accent Leaflet Distribution, who deliver in the Tyne Valley. The costs of a shared delivery on an available date i.e. our item delivered alongside others but not inserted inside another publication would be £40-£45 + VAT. If the available dates were not suitable they could offer a single Item delivery which would be costed @ £250.00 (+Vat) and take place on a date we specify.

Members are also requested to agree how many versions of the Globe should be produced in 2020/21 and also the preferred publication dates.

Marie Moore
Clerk to the Council