

To receive a report on the design of the Business Plan and consider any actions and associated expenditure

Research:

Other Towns and Parishes have advised the following when distributing Strategic Plans, Action Plans and Business Plans to their residents and communities:

[Padstow Town Council](#)

No response received to date.

[St Ives Town Council](#)

- Online Advertising via website and social media channels
- Consultation took place via a postcard drop, received the highest responses
- Shared across community social media pages
- Small quantity printed for residents to access at Library, Reception and Tourist Information Centre.

[Torpoint Town Council](#)

- Online Advertising via website and social media channels
- Facebook advertising
- Neighbourhood Plan website
- Presented at Development committee meeting inclusive of various projects assisting in achieving the vision, strategy and action plan.
- Small quantity printed and professionally bound for residents to access at key locations

[Bodmin Town Council](#)

No response received to date.

[Launceston Town Council](#)

- Due to review in 2024
- Website and social media channels
- Presented at Annual Town Council meeting
- Small quantity printed and professional bound for residents to access at key locations

Quotes Graphic Designers

Company	Work Quoted	Cost
Company A	<p>A4 presentation to made available online and sent to print</p> <p>Based on 20 pages of copy and 3 diagrams estimated approx. 2 days / 16 hours inclusive of two rounds of amendments.</p> <p>Optimise web version would be an additional 4 hours.</p> <p>20 hours at £35.00</p> <p>Estimate will happily work on time and material basis so if significantly less time needed invoice only invoice effort used.</p>	£700.00+vat
Company B	<p>Estimated 16-20 page A4 document</p> <p>Provided no increases in pages/text/etc</p> <p>Will create a cover and a double page spread design to establish the style, once STC happy, populate the rest of the document.</p>	£285.00 no VAT
Company C	<p>At present, will not be able to help due to other commitments.</p>	N/A

Company D	Anticipate it will take a couple of days to put together depending on how many changes need making/ graphics putting together etc.	£250 - £300
Company E	Called and left message	

Printing Costs:

TBC once page count and quantity confirmed.

Digital Magazine:

There are many digital magazine options that are to be explored. Some of them come at minimal costs to remove advertisements.

Examples are:

<https://www.marq.com/create/tools/free-digital-magazine-software>

<https://fliphtml5.com/learning-center/10-best-digital-magazine-makers-free-download/>

<https://issuu.com/>

Budgets:

Budget: 6280 EMF Town Vision

Budget Availability: £10,450

Budget: 6301 PF Stationary / Printing / Post

Budget Availability: £975.00

End of report

Administration Officer