



Stratfield Mortimer Parish Council

Communications Committee Meeting

Meeting held on Tuesday 5th February 2019 in The Parish Council Office, 27 Victoria Road, Mortimer at 7:30pm

Present:

Councillors: Cllr. D. Kilshaw (Chairman), Cllr. M. Dennett, Cllr. A. Richardson. Co-opted Members: Dist. Cllr. G. Bridgman, Mr. T. O'Connor

Clerk: Lynn Hannawin

Public/Press: There was no members of the public of press present.

Item		
18/33	Public Session: None	
18/34	To receive any apologies for absence: Cllr. N. Carter	
18/35	To receive any declarations of interest: None	
18/36	To receive and approve the minutes for the Communications Committee meetings held on Tuesday 4th January 2018: The minutes were received and APPROVED to be signed as a true record of the meeting.	
18/37	To receive and approve the minutes for the Communications Committee meetings held on Tuesday 28th August 2018: There were no matters arising. The minutes were received and APPROVED to be signed as a true record of the meeting.	
18/38	To review the Communications Committee's budget spend for: 1. 2018 – 2019 It was acknowledged that the budget for the website upgrade has been carried forward into the budget for 2019/20. 2. 2019 – 2020 The budget for 2019/20 was agreed at Full Council on the 10 th January.	
18/39	To discuss future arrangements for handling communications for presentation to Finance and General Purposes on the 5th March 2019: Discussions acknowledged the small membership of the Communication Committee and its potential adverse effect on the committee's quorum. It was recognised that the remit of the Committee in its current form could be undertaken by a working group, with budget spend and project decisions being overseen by the Finances and General Purposes Committee or Full Council as appropriate. It was AGREED for Cllr. D. Kilshaw to present a paper to the March meeting of the Finance and General Purposes Committee proposing: <ul style="list-style-type: none"> • The Communications Committee is dissolved. • A Communications Working Group, consisting of councillors and co-opted members, is established to oversee communications. • A Communications Co-ordinator represents the Communications Working Group on the Finance and General Purposes Committee. 	DK

	<ul style="list-style-type: none"> • The Finance and General Purposes Committee oversee the Communications budget and spend. • Decisions with regards to communications are taken by Finance and General Purposes or Full Council as appropriate. 	
18/40	<p>To review the plans and identify any requirements for the following public meetings:</p> <p>1. Station Car Park Consultation – Tuesday 26th February This is being co-ordinated by Pro Vision and overseen by Cllr. N. Kiley with the support of the Clerk.</p> <p>2. Annual Parish Meeting – Monday 29th April It was proposed that crime in the local area should be the topic for the Annual Parish Meeting Forum, covering the following aspects:</p> <ul style="list-style-type: none"> • Comparison of crime statistics to other local areas. • Promotion of the Neighbourhood Acton Group (NAG) . • Smart Water • Project Servator <p>Dist. Cllr. G. Bridgman will investigate the attendance of the Police and Crime Commissioner or their deputy. Mr. T. O'Connor will investigate other relevant ideas. This will be taken to Full Council for agreement.</p>	<p>GB</p> <p>TO</p> <p>DK/Clerk</p>
18/41	<p>Parish Newsletter:</p> <p>1. To receive an update on the current newsletter The newsletter will be ready for printing in the next week. Dist. Cllr. G. Bridgman will provide copy on the boundary changes. The District Councillors phone numbers should also be included. Delivery will be via the Scouts w/b 17th February. Cllr. M. Dennett raised the issue of ensuring all properties receive the newsletter – Cllr. D. Kilshaw will relay this to the Scouts.</p> <p>2. To review and plan the next newsletter The proposed date is mid – end June.</p>	<p>GB</p> <p>DK</p>
18/42	<p>To receive an update on Facebook and the Website: The statistics for the Facebook page are up with the increase in posts having a positive effect. It was AGREED for Mr. T. O'Connor to review the website</p>	<p>TO</p>
18/43	<p>Minor Matters for information only</p> <ul style="list-style-type: none"> • Correx boards currently being stored by Cllr. A. Richardson are no longer required and can be disposed of. 	
18/44	<p>Items for communication None</p>	
18/45	<p>Future Agenda Items None</p>	

The meeting closed at 8.30pm