



Stratfield Mortimer Parish Council

Minutes of the Communications Committee Meeting held on Tuesday 5th February 2019 at 7.30pm at The Parish Council Office, 27 Victoria Road, Mortimer. RG7 3SH.

Present:

Councillors:

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

Officers:

Mrs. L. Hannawin

Public/Press:

There were no members of the public or press present.

Part I

18/33 Public Questions:

None

18/34 To receive any apologies for absence:

Apologies were received from Cllr. N. Carter

18/35 To receive any declarations of interest and dispensations:

None

18/36 To receive and approve the minutes for the Communications Committee meeting 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 10th 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:

- 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.
- 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.

ACTION: DK

18/40 To review the plans and identify any requirements for the following public meetings:

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.

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:

- Comparison of crime statistics to other local areas.
- Promotion of the Neighbourhood Action Group (NAG) .
- Smart Water
- Project Servator

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.

ACTION: GB, TO, DK, CLERK

18/41 Parish Newsletter:

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.

ACTION: GB, DK

2. To review and plan the next newsletter

The proposed date is mid – end June.

18/42 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

ACTION: TO

18/43 Minor Matters - for information only

Correx boards currently being stored by Cllr. A. Richardson are no longer required and can be disposed of.

18/44 Matters for Communication:

None

18/45 Future Agenda Items

None

Close

The meeting closed at 8.30pm.