

Minutes of the meeting of the **Communications Committee** of
Campbell Park Parish Council held on
Tuesday 26th April 2016
at the **Parish Office, 1 Pencarrow Place, Fishermead**
commencing at 6.30pm

130/15 Members Present

Cllr C Brown	Cllr P Halton-Davis
Cllr Fraser (I)	Cllr D Kendrick
Cllr Fraser (T)	Cllr D Priest

In attendance
D Warner, Clerk to Council

131/15 Apologies for Absence

Committee noted apologies from
Cllr T Baines Cllr M Petchey

132/15 Declarations of Interest

None

133/15 Members of the Public Present

None

134/15 Minutes of the meeting of the 29th March 2016

The Minutes of the previous meeting, having already been circulated, were approved as a correct record and signed by the Chair.

135/15 Public Involvement – Deputations, Petitions and Questions

None

136/15 Parish Council Facebook Page (Minute No. 12/15,23/15,35/15,48/15 & 60/15,77/15, 94/15, 105/15 & 125/15))

In the absence of Cllr Petchey, this item was deferred to the next Committee meeting.

CONFIDENTIAL ITEM

In view of the terms of Schedule 12A Local Government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters and the Committee resolved that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded. **Items 5 and 6**

137/15 E-mail Platform Migration/Upgrade (Minute No. 59/15, 72/15 & 87/15,110/15 & 120/15)

Committee noted the decision made by Council to migrate the Parish Council e-mail platform to a 'cloud' based Office 365 solution. Committee resolved not to convene an Extra Ordinary Committee meeting to progress the matter until after the Annual Meeting of Council in May. Committee further resolved to enter into discussions with Mirus IT about the potential to extend the current IT managed services contract beyond the end of October 2016, to include options for both 6 and 12 month extensions.

138/15 IT Information Security (Minute No. 122/15)

Signed.....Chair

Date.....

Following a demonstration by Cllr Brown, Committee resolved to discuss with Mirus IT the potential for introducing file encryption for users, concentrating in the first instance on users operating outside of the 'virtual environment'. A report, including any cost implications, to be made at the next Committee meeting.

139/15 Windows 10 upgrade (Minute No. 123/15)

Committee resolved to upgrade a small number of existing Parish computers to Windows 10 on a trial basis, concentrating in the first instance on machines working in 'stand-alone' mode, with an upgrade to the 'virtual environment' considered at a later date. Mirus IT to provide a proposal, including any cost implication, for the next Committee meeting.

140/15 Potential purchase and use of voice recognition software

Committee resolved to purchase a copy of Dragon Voice Recognition software for trial use within the Parish Council environment.

141/15 Information Technology hardware requirements for the Parish Office (Minute No. 134/14,11/15,25/15,36/15, 45/15, 58/15,76/15 & 91/15,109/15 & 126/15)

Committee noted that the replacement computers previously agreed under this item had now been purchased for use by Cllrs Halton-Davis, Pafford and Petchey.

Committee resolved to purchase of an additional, third, desktop computer and associated software package for use in the Members' Room at the Parish Office.

142/15 Homeground July 2016 edition

The Committee reviewed and approved the submitted articles tabled at the meeting, including 3 from outside organisations. The Committee also agreed to the inclusion of pictures and a report on the Milton Keynes Marathon.

143/15 Parish Magazine Contract (Minute No. 50/15, 61/15,79/15, 89/15 & 128/15)

Committee noted the decision by Council to award the new Parish Magazine contract, commencing in October 2016, to Bespoke Media. Committee noted that Bespoke Media would attend the next Committee meeting to begin arrangements for the publication of the first edition covered by the contract – Bespoke Media to produce style options for consideration at the meeting.

144/15 Presentation of paper communications including agenda, reports and minutes (Minute No. 112/15 & 127/15)

Committee noted that information on this item will be presented at the May meeting.

145/15 Personal Digital Assistant (PDA) (Minute No. 78/15, 88/15,111/15 & 121/15)

Committee noted that further to the decision at the last meeting, three HP Pro 408 Tablets had been purchased for use by the Parish Environment Officers and Cllr Halton-Davis.

**146/15 Date of Next Meeting
Tuesday 31st May 2016**

Signed.....Chair

Date.....