

Minutes of the meeting of the **Communications Committee** of
Campbell Park Parish Council held on
Wednesday 29th May 2013
at the **Parish Office, 1 Pencarrow Place, Fishermead**
commencing at 6.30pm

Cllr I Fraser took the Chair for the election of the Chair

01/13 Election of Chair

Cllr T Fraser was nominated for the office of Chair. No other nominations being forthcoming Cllr Fraser was duly elected as Chair for the period to May 20th 2014

Cllr T Fraser to took the Chair

02/13 Election of Vice Chair

Cllr I Fraser and Cllr M Petchey being nominated for the vice-chair and both declining, the Committee resolved not to appoint a vice-chair.

03/13 Members Present

Cllr K Bejon	Cllr D Jones
Cllr I Fraser	Cllr D Kendrick
Cllr T Fraser, Chair	Cllr M Petchey

In attendance:

E Webb, Administration Officer

04/13 Apologies for Absence

The Committee resolved to accept apologies from
Cllr D Pafford
Cllr L Harris

05/13 Declarations of Interest

There were no declarations of interest

06/13 Minutes of the meeting of the 24th April 2013

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

07/13 Public Involvement – Deputations, Petitions and Questions

No deputations, petitions or questions had been submitted.

CONFIDENTIAL ITEM

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

08/13 Managed Services Contract

Further to Council approving the technical specification and the business evaluation document for the Managed Services Contract, the Committee

Signature.....Chair

Date.....

approved all the tender documentation together with the advertisement. Implementation of the contract to commence on the 31st October 2013, the advert to be published on June 6, tenders to be returned by noon on June 28, interviews to take place on July 3 with the panel's recommendation going to Council on July 16 2013
Cllr T Fraser was commended for his work on the contract.

On the conclusion of the confidential item the meeting re-opened to the press and public.

09/13 Neighbourhood Plan, Information Technology Requirements

Cllr Petchey spoke to the item. The Committee resolved to delegate the Neighbourhood Plan Working Group to develop and implement the use of social media and a dedicated web site for the development of the Neighbourhood Plan and delegated Cllr Petchey to monitor the sites. Cllr T Fraser circulated notes from a presentation given to SERCAF members on Neighbourhood Planning and Localism. Under this item the Committee discussed LinkedIn media site and the Campbell Park web site and the need to review the format of the Parish web site. The Committee asked for both items to be put on the June agenda and instructed the Administration Officer to draw up a schedule of the surplus pages on the Parish web site for consideration at that meeting.

10/13 Homeground Summer Edition

Having had a full discussion Committee resolved to accept the submitted articles. Clerk to Council to write the page 3 lead article to include an update on the community asset transfers and the improvement to the Springfield Centre. The front cover to have the photograph of the bluebell wood on Oldbrook Green with a caption to link in to the article on "There are no bad dogs only bad owners"

11/13 Actions from February Committee Meeting

The Committee noted the following:

Twitter – Cllr Petchey advised the Committee that he had met with the Clerk to Council and the account was in the process of being set up for a 6 month trial period

The Committee nominated Cllr Petchey as the lead member on Social Media.

12/13 Date of next Meeting: Wednesday 26th June 2013 at 6.30pm

Signature.....Chair

Date.....