

**Minutes** of the meeting of the **Communications Committee** of  
**Campbell Park Parish Council** held on  
**Tuesday 29<sup>th</sup> September 2015**  
at the **Parish Office, 1 Pencarrow Place, Fishermead**  
**commencing at 6.30pm**

**39/15 Members Present – in the absence of the Chair, Cllr Halton-Davis Chaired the meeting.**

Cllr C Brown  
Cllr P Halton-Davis

Cllr M Petchey

**In attendance**

D Warner, Clerk to Council  
T Johnson, Intermedia

**40/15 Apologies for Absence**

None

**41/15 Declarations of Interest**

None

**42/15 Minutes of the meeting of the 29<sup>th</sup> July 2015**

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

**43/15 Public Involvement – Deputations, Petitions and Questions**

None

**44/15 Homeground January 2016 edition**

At the commencement of this item the Committee noted that October edition of Homeground magazine would be circulated in the next week. The Committee noted that it had been necessary to reduce the edition to eight pages instead of the normal twelve, the main reason for which being a shortage of copy.

The Committee then considered articles for inclusion in the January 2016 edition of Homeground, determining that the following articles/features should be included:

(Front cover) – Aerial (Drone) image of the Parish area

CPPC's People

Office contact details and lead article – CPPC budget consultation feedback (Cllr I Fraser)

NALC Star Council of the year – outcome/final 3 shortlisting

MKC budget consultation feature, informing residents of the issues (services) involved

Signed.....Chair

Date.....

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CPPC Councillor feature (Cllr Brown), interview by Intermedia on experiences as a local Councillor, to include what residents interested in becoming a Councillor in May 2016 need to do  
Voter Registration feature, ahead of the May 2016 elections  
Refugees in Milton Keynes – how residents (some with particular skill sets) might assist refugees recently arrived in Milton Keynes  
Parish Play Area Improvement Scheme – update on any developments  
Woolstone Sports Ground consultation feedback  
Community Car Scheme – user perspective/feedback  
Neighbourhood Plan update – why it has stalled/what the next step is  
Oldbrook and Springfield Centre events diary, plus venue for hire advert  
CPPC grants  
Emergency Committee update  
Archaeology in the Parish  
Grit Bin information feature  
Kid’s Corner (up to 2 pages), including Dog Fouling Signage competition results  
Junior Filmmakers feature

**All articles to be submitted by Monday 16.11.15, for approval at the Committee meeting on 24.11.15. Distribution of the magazine to be completed during the week commencing 4.1.16**

**45/15 Information Technology hardware requirements for the Parish Office**

(Minute No. 134/14,11/15,25/15,36/15)

Cllr Brown confirmed that a meeting had been held with Mirus, during which the Council’s future hardware requirements had been discussed. He went on to confirm that although further information had been requested from Mirus at the meeting, it had not subsequently been forthcoming.

**46/15 Committee Budget for 2016/2017, 2017/2018 and 2018/2019**

(Minute No. 37/15)

The Committee considered its budget requirements for 2016/17, 2017/2018 and 2018/2019. The Committee agreed that there was a requirement for a phased replacement of the remaining Dell desktop machines that were purchased in 2009, with seven of the machines being located at the Parish Office and a further two currently being used by Members.

The Committee resolved that the above machines should be replaced, with those at the Parish Office made a priority for replacement, using the balance of the 2015/2016 IT Equipment budget to replace some of the machines, with the remainder of the machines replaced using the 2016/2017 IT Equipment budget.

On the basis of the above resolution, the Committee determined that there was a requirement to increase the IT Equipment budget by £1,000 to £4,500 for 2016/17. Due to the evolving nature of IT equipment, the Committee were unable to determine an IT Equipment budget for 2017/2018 and 2018/2019.

Signed.....Chair

Date.....

The Committee resolved that that IT Support Contract budget should remain unchanged for 2016/2017, noting that a new contract would be negotiated thereafter, and on that basis Committee were unable to determine an IT Support Contract budget for 2017/2018 and 2018/2019.

The Committee noted that the development of the new Parish Council website would be completed during the current financial year, and that basis there was no need to increase the current website cost budget for 2016/2017.

**47/15 New Parish Council Website** (Minute No. 21/14, 35/14,50/14,66/14,83/14, 102/14 & 114/14, 122/14, 133/14, 09/15, 21/15,33/15)  
The Committee noted that the new Parish Council website was 'up and running' and determined that the item should be placed on a future meeting agenda in order to discuss further suggestions for the development of the website.

**48/15 Parish Council Facebook Page** (Minute No. 12/15,23/15,35/15)  
Cllr Petchey informed the Committee that the development of the Parish Council Facebook page was ongoing, with a number of aspects of it still at the test stage – a further report to be made at the next meeting.

**49/15 Members' Room Printer** (Minute No. 22/15,34/15)  
The Committee noted that the printer had now been replaced in the Members' Room.

**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 is therefore invited to resolve that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.**

**50/15 Parish Magazine Contract**  
The Committee considered the options open to them at the end of the current contract for the design and production of the Parish Magazine which expires in January 2016. The Committee resolved to recommend to Council that the existing contract be extended by a year to January 2017.

**51/15 Date of next Meeting: Tuesday 27<sup>th</sup> October 2015**

Signed.....Chair

Date.....

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