

The next meeting of the **Communications Committee** of
Campbell Park Parish Council will be held on
Tuesday 28th February 2017
at the **Parish Office, 1 Pencarrow Place, Fishermead**
commencing at 6.30pm

This meeting is open to the Public

AGENDA

1. To Receive

Members Present

Apologies for Absence

Declarations of Interest

Non-Committee Members/Members of the Public Present

2. Minutes of the meeting of the 24th January 2017

To approve the Minutes of the meeting held on the 24th January 2017.

3. Public Involvement – Deputations, Petitions and Questions

4. Parishes Online (Minute No 122/16)

Committee is invited to receive a verbal update from the Clerk on the purchase and installation of the Parishes Online digital mapping system.

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 the 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.**

****Item 5**

5. I.T. Managed Service Contract (Minute No. 137/15 & 17/16)

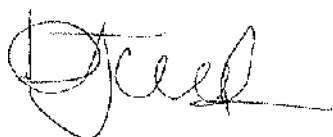
E-mail Platform Migration/Upgrade (Minute No. 59/15, 72/15, 87/15, 110/15, 120/15, 137/15, 17/16, 27/16, 43/16, 61/16, 78/16, 94/16, 111/16, 123/16)

Committee is invited to note the determination made at February Council to approve the tender documentation for the I.T. Managed Service, with Council also determining the length of the tender period at 28 days.

Committee is invited to progress the tender process for the I.T. Managed Service Contract, including determining the associated timeline and any need for additional meetings in order to complete the tender process.

Committee is reminded that the current exchange software will be going 'end of life' on 11 April 2017.

- 6. Homeground April 2017 edition** (Minute No. 125/16)
Committee is invited to consider articles, including any 'tabled' at the meeting, for inclusion in the April 2017 edition of Homeground magazine.
- 7. Distribution timing of future editions of Homeground Magazine**
Committee is invited to consider the merits of delaying the distribution of future editions of Homeground magazine to the second week of the month concerned, the magazine has traditionally been distributed during the first week of the month concerned.
- 8. Parish Council Replacement Vehicles – development of livery requirements** (Minute No. 113/16, 12616)
Committee is invited to receive a verbal update from the Clerk on the development of a design brief for the livery designs of the replacement Parish Council vehicles.
- 9. Policy Review** (Minute No. 128/16)
The Committee is invited to review the Media policy prior to the Annual meeting of Council in May 2017.
- 10. Parish Council Facebook Page** (Minute No. 12/15,23/15,35/15,48/15,60/15, 77/15, 94/15, 105/15, 125/15, 136/15, 12/16, 35/16, 70/16, 86/16, 100/16,129/16)
Committee is invited to receive a verbal update from Cllr Uranta on his investigation relating to the status of the original Parish Council Facebook Page.
- 11. Parish Council Website Updating Requirement**
Committee is invited to discuss the requirement to upload Council documents and notices onto the Parish Council website, identifying a target time for Bespoke Media to complete the uploading of such information.
- 12. Date of next Meeting: Tuesday 28th March 2017**



D Warner,
Clerk to Committee
23rd February 2017