

**Minutes of the Community & Communications Committee
held on Tuesday 27th June 2023
commencing at 6.30pm
at the Springfield Centre, Springfield Boulevard, Springfield**

This meeting was open to the Public

14/23 Members Present

Cllr B Barton
Cllr O Cole
Cllr V Dixon
Cllr P Halton-Davis
Cllr J Howard
Cllr K Kavarana (Chair)
Cllr C Odunewu
Cllr Z Osman
Cllr M Petchey

In attendance

P Sullivan, Deputy Clerk
T Jones, Community Officer

15/23 Apologies for Absence

None

16/23 Declarations of Interest

Cllr Cole – Agenda Item 5ii/iii - Action Speaks and SLCMK
Cllr Petchey – Agenda Item 5ii – Trustee of Trinity Centre

17/23 Members of the Public Present

None

18/23 Minutes of the previous meeting

The Committee approved the minutes of the meeting held on 30th May 2023.

19/23 Public Involvement – Deputations, Petitions and Questions

None

20/23 Election of Vice-Chair and Lead Member

The Committee resolved to elect Cllr Odunewu as Vice-Chair and the following Lead Members; Cllr Halton-Davis – Children, Cllr Dixon – Armed Forces. Committee resolved to appoint other Lead Members as and when needed.

21/23 Grants

i. **RSPCA Milton Keynes & North Bucks Branch** (Grant Application 006/23-24/Sect 137)

Committee considered an application from RSPCA Milton Keynes for £770.00 towards "Interventions" - trapping, rehabilitating, rehoming stray cats & neutering and welfare of cats & kitten within the Parish.

Committee resolved that the grant is awarded in full.

With this organisation being based outside of the Parish, this decision will need to be ratified by Council.

ii. **Action Speaks CIC** (Grant Application 007/23-24/Sect 137)

Committee considered an application from Action Speaks CIC for £1000.00 towards Community Café, community engagement & social activities in Fishermead.

Cllr Cole left the room during the discussions, and Cllr Petchey refrained from participating in this item.

Committee resolved to seek further clarification on costs of the project, query response to question 15 and seek further detail on the income & expenditure statement, with the application returned to the Committee for consideration thereafter.

iii. **SLCMK Grant Evaluation**

Committee noted the Grant Evaluation received from Sierra Leone Community MK, following the award of a grant of £1000 in May 2022 towards the costs of events to raise cultural awareness and engagement.

iv. **MGB Community Services**

Further to the determination of the Community & Social Wellbeing Committee (minute 51v/22) that the second instalment of the grant awarded to MGB Community Services only be released on receipt of further information and clarity on the staffing elements of the accounts. Committee received a verbal update from the Community Officer on this matter.

Committee resolved that for audit purposes, a written statement be prepared by the Community Officer detailing the conversation with MGB Community Services in relation to ceasing payments to volunteers and, once signed, the second instalment may be released.

22/23 Communications Programme & Priorities 2023/24

i. Developing a communications strategy

Committee received a verbal update from the Deputy Clerk and noted that the draft strategy would be circulated once received.

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 Council is therefore invited to resolve that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 Section 1(2) the public and press be excluded.

***Item 6ii**

ii. New website and logo redesign

Deputy Clerk gave an overview of the three proposals for the development of a new website and Committee accepted the costs presented. Committee determined that Zonkey, as the preferred supplier, be appointed. Committee further resolved that Zonkey would also be appointed to format the logo redesign, as per the costs presented.

23/23 Online Councillor Surgeries

The Clerk and Deputy Clerk have met with CloudyIT to discuss the best way of facilitating the online surgeries and they have proposed that Councillors set up a page on the 'Bookings' app which will allow residents to book online appointment slots on days/times which we will promote via all our communications channels. This will be via Microsoft Teams and will be accessible to all – no subscription to Microsoft is necessary to access Teams. The app is already included in our 365 package, CloudyIT will hold a 1 hour evening training session to advise Councillors on how to set up and use the Bookings app at a cost of £250 + vat.

Committee resolved to make a recommendation to Council that this be progressed as outlined, with a daytime training session (providing a recording for those that can't attend) also being considered, depending on cost.

24/23 Homeground

Committee noted that the draft articles for the next edition of Homeground, to be published in August, had been circulated with any comments to be forwarded to the Community Officer.

25/23 School Summer Holidays

Committee received a verbal update from the Community Officer on school holiday activities this summer, with Committee considering the ideas and outline costs.

Committee resolved to arrange weekly football/multi-sports sessions on Oldbrook Green delivered by MK Dons SET at a cost of £540 and to arrange 3 play sessions at the Pirate Park by MK Play Association at a cost of £440 per session.

26/23 Welcome Packs – Pencarrow Mews

Committee considered a proposal from Cllr Dixon to make welcome packs available to new residents of Pencarrow Mews, to contain non-perishable items as well as local information. Cllr Dixon outlined that the costs would be in the region of £700 per year.

Committee resolved to support the proposal.

27/23

Bleed Control Kits

Committee considered a proposal from Cllr Dixon to make bleed control kits, also known as emergency trauma packs, available in the Parish.

Committee resolved to support this proposal, making a recommendation to the Estates Committee that these be located alongside the defibrillators in the Parish. A feasibility study to be undertaken, and the associated installation and ongoing costs ascertained.

28/23

October Half Term Community Event

Committee noted that the Tea Party to be held on Saturday 28th October at Springfield Centre, 2-4pm, will be a Fancy Dress Tea Party with children invited to attend in any fancy dress costume of their choosing. The event will not be Halloween themed, but would offer a range of autumn themed activities/crafts.

29/23

Date of Next Meeting

Tuesday 25th July 2023.