

**The minutes of the
Community & Social Wellbeing WORKING GROUP
of Campbell Park Parish Council held
on Monday 21st March 2022
commencing at 7pm**

This meeting was held online through Microsoft Teams.

This meeting is open to the Public

Members of the public will be able to access and participate in the meeting through the use of Microsoft Teams – see Parish Council website www.campbell-park.gov.uk for details.

WG/38/21

Members Present

Cllr V Dixon

Cllr P Halton-Davis

Cllr K Kavarana (Chair)

Cllr D Reynolds

In attendance:

T Jones – Community Officer/Committee Clerk

WG/39/21

Apologies for Absence

Cllr J Howard – illness

Cllr N Oguntola – family commitment

Cllr C Odunewu – delayed at work

WG/40/21

Declarations of Interest

None

WG/41/21

Non-Working Group Members/Members of the Public Present

None

WG/42/21

Minutes of the Previous Meetings

The Working Group approved the minutes of the previous Working Group meeting held on 24th January 2022.

Signed..... Chair

Date 25.04.21

WG/43/21 **Public Involvement**
None

WG/44/21 **Grant Applications**

- i. **Grant Application – MK Gallacticos FC** (Grant Application 015/21-22/Sect 137)
The Working Group considered an application from MK Gallacticos FC for £1000.00. The Working Group reached an agreement to make a recommendation to Council that a grant of £1000.00 be awarded.

Additionally, the Working Group noted their acceptance of the supporting documentation and, in particular, noted that the presentation of the safeguarding training records being of a standard the Working Group would hope to receive from all applicants. The Working Group concluded that a redacted version of this document could be used as an example to guide future applicants.

WG/45/21 **Review of Committee Terms of Reference**

The Working Group reviewed the Terms of Reference prior to the Annual meeting of Council in May 2022 concluding that no amendments were required to be considered at the Annual Meeting.

WG/46/21 **Policy Review**

The Working Group reviewed the following policies prior to the Annual meeting of Council in May 2022, with the following amendments to be submitted to Council for consideration at the Annual Meeting of Council in May 2022.

i. Small Events Policy

Add – To ensure that all events are planned and operated in compliance with all necessary requirements for the Safeguarding of young people and/or vulnerable members of our community, with this being requirement being considered as part of the event risk assessment.

ii. Community Engagement Strategy

To enable residents to become involved, empowered and active through:

ADD – active engagement with residents through questionnaires and consultations on specific issues.

To communicate information to the community clearly, factually and appropriately through:

ADD – the sharing of information via Social Media channels

iii. Projects Policy

Process:

ADD – Members should identify where a more detailed Risk Assessment is required, to include Safeguarding (if appropriate)

No. 6 – amend to include wording “Community Impact Assessment”

ADD – No.10 How will the success of this project be measured?

Signed..... Chair

Date 25.04.21

WG/47/21**Activity Packs**

The Activity Packs provided for children during each school holiday continue to be very popular with 100-120 packs being collected within a few days. Feedback about the packs has been very positive.

The packs cost in the region of £2-£2.50 each to produce, plus associated staff time.

MK Play Association have provided a quote of £2.50 per pack to supply themed Activity packs in a similar style to what we have been producing. The Working Group agreed to commission MK Play Association to supply 100 activity packs for both the Easter holiday (Easter themed) and May Half Term holiday (Jubilee themed), with a review of future activity pack provision to be undertaken on completion.

WG/48/21**Community Larder** (CSW 11/21, Council 116aii/21, WG 09/21, WG 20/21, WG 33/21)

The Working Group received a verbal update from the Committee Clerk noting that the Fishermead Community Larder is now open, staffed by volunteers mainly connected to the Church. The Larder to be advertised within the next Homeground magazine in May. A grant application had been offered to the Trinity Centre so that they can apply for funding to support its operation, should they wish.

WG/49/21**Family Fun Day to celebrate the Queens Platinum Jubilee – Update**

- i. The Working Group received a verbal update from the Committee Clerk on the progress being made towards the delivery of the event on 2nd June 2022.
- ii. The Working Group noted that that food and drink traders at the event have been asked to provide a donation (which should be reflective of the profits made during the event) to a local charity, rather than a paying a pitch/trading fee. The Working Group considered nominating two charities, one being a local charity with The Queens patronage. However, unable to find a suitable charity locally, the Working Group resolved to recommend to Council that Willen Hospice be the recipient of these donations.

WG/50/21**Date of Next Meeting**

The next scheduled meeting will be held on Monday 25th April 2022 at 7pm

Signed..... Chair

Date 25.04.21