

**Minutes of the Community & Communications Committee  
held on Wednesday 29 May 2024  
commencing at 6.30pm  
at the Springfield Centre, Springfield Boulevard, Springfield**

**This meeting was open to the Public**

**Members Present**

Cllr L Adura

Cllr O Cole

Cllr P Halton-Davis

Cllr D Kendrick

Cllr B Barton

Cllr V Dixon

Cllr K Kavarana (Chair)

Cllr M Petchey

**In attendance**

T Jones, Community Officer/Committee Clerk

**01/24**

**Apologies for Absence**

Cllr J Howard – family commitment

Cllr C Odunewu – work commitment

**02/24**

**Declarations of Interest**

Cllr Petchey and Kendrick item 6ii – Trustees of Trinity Centre

**03/24**

**Members of the Public Present**

None

**04/24**

**Appointment of Vice Chairperson**

The Committee resolved to elect Cllr Barton as Vice Chairperson to May 2025.

**05/24**

**Appointment of Lead Members**

Committee resolved to appoint Cllr Halton-Davis as Lead Member for Schools to May 2025– with a remit to liaise with the schools.

**06/24**

**Minutes of the previous meeting**

The Committee approved the minutes of the meeting held on 23 April 2024, previously circulated and therefore taken as read.

**07/24 Public Involvement – Deputations, Petitions and Questions**

None

**08/24 Grants**

Committee resolved that up to date budget information should be provided within the Agenda to aid the consideration of grant applications.

- i. **MGB Community Services** (Grant Application 004/24-25/Sect 137)  
Committee considered an application from MGB Community Services for £1000.00 towards the cost of delivering the Community Breakfast Club in Fishermead and resolved to award the grant in full.
- ii. **Fishermead Trinity Centre** (Grant Application 005/24-25/Sect 137)  
Committee considered an application from Fishermead Trinity Centre for £1000.00 towards the cost of repairs to the courtyard paving to enable community use of this area and resolved to award the grant in full.

Cllrs Kendrick and Petchey withdrew from the meeting during the course of this item.

- iii. **RSPCA Milton Keynes & North Bucks Branch** (Grant Application 006/23-24)  
Committee noted the Grant Evaluation form received from RSPCA MK & North Bucks branch following their grant award in July 2023, towards the cost of "Interventions" - trapping, rehabilitating, rehoming stray cats & neutering and welfare of cats & kitten within the Parish.
- iv. **Frequency of consideration of Grant Applications – Report C&C/001/24**  
Committee considered and resolved to accept the recommendation and revise the grant funding process to change the assessment of all grant applications to quarterly (April, July, October & January). Committee resolved that the change of process should be communicated to regular applicants, within the Homeground and on the website.
- v. **Review of Grant Application Form**  
Committee reviewed the Grant Application form and resolved that amendments should be made to reflect the change to quarterly assessment process, to indicate that further information about the project (Question 9) is can be supplied on an additional sheet and to include an additional question in line with the CPCC Climate Emergency Action Plan. All handwritten applications to be completed in black pen.

**09/24 Communications Programme & Priorities 2024/25**

- i. Communications Strategy - Committee received an update on the progress with the actions within the Community Hub Communications Plan noting that actions are on track and the timelapse camera will be installed very soon. Social Media reach is increasing, with further data to be reported at the next meeting.

- ii. New website – Committee received an update on the launch of the new website noting that this was expected in the next couple of days and all Councillors would be advised by email when it was live.
- iii. Committee considered purchasing CPCC branded flags to be used to draw attention to CPCC events. Committee considered an officer recommendation to purchase 4 flags with both a ground stake and weighted base options at a cost of £692.35 plus design fee (approx. £75 depending on complexity of design) and resolved to accept the recommendation.

#### **10/24 Community Projects - Programme & Priorities 2024/25**

- i. **Youth Work Packages** (min 129/23 ii)  
Committee noted the update received on the current status and future plans of Springfield Initiative Youth Club.
- ii. **Springfield Community Picnic** (min. 6iv.c)  
Committee noted that MK City Council have approved the application to use their land at the play area off Falcon Avenue for the community picnic on Saturday 17<sup>th</sup> August, with Cllr Cole providing a further update on the organisation of the event. Committee supported the request to allow a small budget for the purchase of refreshments.

#### **11/24 Homeground**

- i. Committee considered feedback received following the distribution of the May edition of Homeground magazine, noting that an Oldbrook resident had written a letter requesting more activities and events in Oldbrook.
- ii. Committee considered the draft content list for the August edition of Homeground magazine resolving to include a series of ‘spotlights’ on each estate providing information specifically about these local areas, details of the new MP following the general election, Springfield picnic advert, Buckingham Palace Garden party, home security advice for the summer, MKCC Report It – encourage sign up and reporting issues, success of paving repairs outside Co-op in Fishermead, reporting of wheelie bin non-collection/return – details on process and Suez fine. Front cover ideas included, picnic advert, activity pack contents or collage of school photos.
- iii. Committee reviewed and resolved to maintain the current criteria and rates for advertising in Homeground.

#### **12 /24 Date of Next Meeting**

Tuesday 23 July 2024