

You are summoned to attend the Community Services Committee Meeting to be held on Monday 8th August 2022 at 19.00. This meeting will be held at the Parish Council Office, Great Linford House, 1 St Leger Drive, Great Linford.

There are 9 members within this committee and the quorate number is 3.

The navigation directions can be found using <https://w3w.co/stars.wipes.postings>

Public participation procedures and information can be found on the website document [Public Participation \(great-linford.gov.uk\)](#) and within Standing orders [Policies & Documents \(great-linford.gov.uk\)](#)

Agenda

Agenda Item	Doc Ref
1. Welcome and attendance register	
Welcome to Cllr Brindley who has requested she is a member of this committee	
2. Members' apologies for absence	
Cllrs are asked to communicate their absence by 12 noon on the day of the meeting. A reason for absence is required. Please email glpc@great-linford.gov.uk	
3. Declaration of members' interests	
Under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, made under s30 (3) of the Localism Act, members are required to declare any disclosable pecuniary interests which they may have in any of the items under consideration at this meeting.	
4. Public Question Time	
The meeting will be adjourned for an agreed time by the Chair for the public to ask questions about agenda items. Questions can be presented in person or via email. The Chair will allocate speaking time as appropriate.	
5. Minutes of previous meeting	
5.1. Committee is asked to agree the minutes of the Community Services meeting held on 13 th June 2022.	Doc ref 5.1
5.2. Committee is provided with an update report of the outstanding Resolutions. No outstanding resolutions. Cllrs are asked to review and ask any questions as required.	Doc ref 5.2
6. Dementia Friendly Presentation	
6.1. Dementia Friendly have provided a PowerPoint presentation. Committee is asked how they wish to proceed with the Dementia Friendly Proposals.	Doc ref 6.1-1 Doc ref 6.1-2
7. Community Liaison Officer report and Communication Officer report	
7.1. An update on current projects, activities and proposals for 2022 will be provided by the community liaison officer. Committee is asked to consider the presentation and provide suggestions and enhancements.	Doc ref 7.1
7.2. Cllrs are asked which Money Lifeline option they wish to pursue. Cllrs are asked if they wish to volunteer time to host money lifeline sessions. Please see details in CLO report.	
7.3. Keeping Kids Off The Streets (KKOTS) are currently using the Conniburrow Community Centre (CCC) with the hire charges waived for the summer holidays. Committee is asked to extend the waived the hire charge for the remainder of the financial year. Please see details in CLO report.	

<p>7.4. The Communications Officer (CO) and Parish Manager (PM) have identified the current website requirements to promote news, events, vacancies, agendas and minutes. The admin officer will have protected time to go through making the necessary changes and improvements to ensure the website is meeting our current needs. Cllr are ask to email glpc@great-linford.gov.uk with any requests or suggestions.</p> <p>7.5. Following the last meetings resolution the website working group will meet on Tuesday 9th August at 12:00 to identify the needs and wants for the website, the information required, what improvements are needed and if we can achieve this with our current supplier or if we need to change supplier. The website working group will report finding at the CSC meeting in October.</p> <p>7.6. Committee is asked for feedback on the GLPC summer event on the 6th August. Feedback will support the event review documentation which is due for completion date 12th August.</p>	
<p>8. Your Parish Newsletter</p>	
<p>8.1. Committee is asked for feedback on the summer edition of the Parish Newsletter.</p> <p>8.2. Cllr Nixon proposes to change the name for 'Your Parish Newsletter' to 'Your Parish Magazine'. This is due to confusion between the quarterly newsletter and the monthly e-newsletter.</p> <p>8.3. An outline of the next edition of the quarterly newsletter is provided. Cllrs are encouraged to review and contact the Communications Officer (CO) or Cllr Mackenzie if there are any ideas or comments.</p>	<p>Doc ref 8.3</p>
<p>9. Supporting residents in the coming months</p>	
<p>9.1. The CSC chair asks the committee for input and ideas of how GLPC can support the residents aimed the cost of living crisis.</p>	<p>Doc ref 9.1</p>
<p>10. 2023/24 community services budget</p>	
<p>10.1. Community Liaison Officer (CLO) and Parish Manager (PM) are scheduled to review the current projects and start the budget process for 23/24 for committees consideration in October. Committee is asked to consider the review templates and provide suggestions and enhancements. Committee is also asked to bring forward new ideas for services and delivery in 23/24. Suggestions that members of this committee may wish to have a temporary CSC budget working group to help formulate ideas.</p>	<p>Doc ref 10.1-1 Doc ref 10.1-2</p>
<p>11. 2022 Recognition event – 15th October 22</p>	
<p>11.1. Committee is asked to consider the framework document and provide suggestions and enhancements.</p>	<p>Doc ref 11.1</p>
<p>12. Policy documents</p>	
<p>12.1. Committee are asked to accept the social media policy document as written by the Communications Officer (CO).</p>	<p>Doc ref 12.1</p>
<p>12.2. Committee are asked to accept the social media guidance document as written by the Communications Officer (CO).</p>	<p>Doc ref 12.2</p>

13. The next CSC meeting will be Monday 08th August 2022

Signed: *Eirwen Tagg, Parish Manager*

Date: 03th August 2022