

Minutes of the Community Services Committee meeting held on Monday 13th June 2022 at 19:00

Present Cllrs: MacKenzie, Nicholls, Harvey, Widdowson, Nixon, Heale

Also Present: RFO, Community Liaison Officer, Communications Officer, 4 members of the public

| |
|--|
| 1. Committee to elect new chair and vice-chair |
| It was proposed by Cllr Nicholls and seconded by Cllr Nixon that Cllr MacKenzie remain as Chair of the CSC. The declaration of acceptance form will be signed in due course This was voted as all in favour. RESOLVED |
| 2. Election of the Vice Chair of the Council for 22/23 |
| It was proposed by Cllr Widdowson and seconded by Cllr Harvey that Cllr Nicholls become vice chair of CSC. The declaration of acceptance form will be signed in due course This was voted as all in favour. RESOLVED |
| 3. Members' apologies for absence |
| None |
| 4. Declaration of members' interests |
| None |
| 5. Public Question Time |
| None |
| 6. Minutes of previous meeting |
| 6.1. Cllr Nixon proposed that the minutes of the Community Services meeting held on the 11 th of March 2022 were accepted as a true record. This was seconded by Cllr Nicholls and agreed by all. This was voted as 5 for and 1 abstention. RESOLVED |
| 6.2. Committee was provided with an update report of the outstanding Resolutions. No questions were asked. |
| 7. Community Liaison Officer presentation |
| 7.1. An update on current projects and proposals for 2022 activities and events was provided by the Community Liaison Officer. Answers to the questions raised were: CLO to think about the help needed at each of the events and communicate this to Cllrs to gain commitment and involvement. This will enable Cllrs to not just know about the events but to know if they are required to help. ACTION The questions from the AGM will be passed onto the relevant authority to deal with and GLPC will help where possible. GLPC need to be seen to be responding, even if it is passing onto MKC. ACTION |
| 7.2. Committee were asked to consider the presentation and provide suggestions and enhancements. No suggestions were made. |
| 8. Communication report |
| 8.1. The Communications Officer gave a presentation. Cllr Nixon asked if Cllrs were on the distribution list as he did not receive it. Communications Officer to look at the contact list. ACTION |
| 8.2. Committee was asked to consider the website document and provide suggestions and enhancements. Cllr Nixon believes 0-12 pages is too little and all Cllrs agreed the search facility is not user friendly. |

| |
|---|
| <p>A working group was agreed with Cllrs Mackenzie, Harvey, and Nixon to be members. A meeting will be set up by the Communications Officer to discuss the website host.</p> <p style="text-align: right;">ACTION</p> |
| <p>9. Summer Holiday activities</p> |
| <p>9.1. Committee is asked to consider the summer activity proposal and provide suggestions and enhancements.</p> <p>Cllr Nixon commented the activities were predominantly at CCC but this is due to the other venues already being booked for the summer.</p> |
| <p>10. CSC Priorities</p> |
| <p>10.1. An update was given on the CSC priorities.</p> <p>As no volunteers came forward for the role of ROCLA Cllr, Cllr Mackenzie proposed that she would take on the role. This was seconded by Cllr Nicholls and voted as all in favour. RESOLVED</p> <p>Cllr Nicholls asked if we could do a food initiative to help the MK Melting Pot, Cllr MacKenzie suggested they talk to the CLO about the food initiative. Cllr Widdowson also suggested they apply for a grant. ACTION</p> |
| <p>11. Events</p> |
| <p>11.1. Committee is asked to consider the calendar and provide suggestions and enhancements. Cllr Harvey checked if the date for 19th November was correct, CLO to confirm. ACTION</p> <p>As per item 7, CLO will ask Cllrs for involvement, messaging with a brief summary of help needed. ACTION</p> |
| <p>12. Community program for Conniburrow</p> |
| <p>12.1. Conniburrow survey results</p> <p>Cllr Nixon commented we have addressed most of the issues raised with the taking on of CCC.</p> |
| <p>13. Governance documents, policies, and procedures.</p> |
| <p>13.1. Committee asked if Cllrs could support officers to write and proof the following GLPC policies.</p> <p>Social Media Policy Website Policy Protocol for the Filming and Recording of Council and Committee meetings - published on 03 December 2014 Protocol for Internet/Email Usage policy</p> <p>CLO advised the policies need to be written and Cllr help is needed. Cllrs MacKenzie and Harvey to set up a working group. ACTION</p> |

14. The next CSC meeting was agreed as Monday 08th August 2022.

The meeting was closed at 20:03

Chair _____ Date _____