

**KENNINGTON COMMUNITY COUNCIL  
COMMUNICATIONS COMMITTEE  
WORKING GROUP MINUTES**



- agenda published 01 April 2022

**A meeting of the Communications Committee Working Group,  
was held on Wednesday, 06 April 2022 starting at 8.30pm, via Teams**

**1/22C-WG To note those present, to receive and consider for approval, apologies for absence and reasons given.**

**Present:** Cllr John Seaton (Chair), Cllr Alan Cooper, Cllr Ellie Crook, Cllr Chris Morley

**Apologies:** Cllr Charles Ellis

**Also Present:** The Clerk

**2/22C-WG To declare any Disclosable Pecuniary Interests (DPIs), Other Significant Interests (OSIs) or Voluntary Interests (VIs) relating to items on the agenda.**

Cllr Alan Cooper, Secretary Kennington Fayre and Cllr Morley Kennington Fayre Committee voluntary interests re item 8/22C.

**3/22C-WG To consider the Minutes of the Ordinary Meeting held on 12 January 2021**

**Noted:** only as a Working Group meeting only, minutes to be on the next agenda for agreement. No comments for amendments were received.

**4/22C-WG Public Open Session for members of the public who may make representations, ask and answer questions and give evidence regarding items on the agenda or to suggest issues for discussion at a future meeting.**

No public present.

**5/22C-WG Training - to consider any additional training Councillors require for this committee.**

**Discussed:** Considered, needs to remain as open action, and added to next agenda for assessment after Annual meeting of the Council and new committee membership established.

**Discussed:** Cllr Alan Cooper to share free Facebook training worth attending

**6/22C-WG Strategic Annual Plan for the Communication Committee - to consider the content for the Annual Plan for the Communications Committee and for input from members**

**Discussed:** Considered, will be added to over plans for April Council agenda.

**Discussed:** Cllr Ellie Crook to send photo images via SharePoint and to the Clerk held currently and refresh where necessary

**7/22C-WG Terms of Reference - to discuss and consider if any revisions are required for recommendation to the April Council.**

**Discussed:** Considered and agreed as per uniformity amendments, Cllr Cooper to add amendments to one page summary that will go to April Council for agreement of all at May Council as part of Annual meeting requirements.

Signed:

Page 1 of 2

Dated: 07.04.2022

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**8/22C-WG Kennington Fayre – to consider Kennington Community Councils involvement/stall requirements and actions that may be required for the Kennington Fayre**

**Discussed:** Decision to have 2 stalls, 1 for Council, 2nd for groups such as Neighbourhood Watch, Speed watch, PCSO and to look at Gazebo options, banner to surround gazebo and tables and recommend this to all Councillors at April Council.

**Discussed:** Lanyard order to be delegated to Clerk to order, Cllr Ellie Crook to share current details, email to be sent re photos and if wanted.

**9/22C-WG Annual Assembly – to consider communications aspects of the Annual assembly and actions required and make any necessary recommendations to Council.**

**Discussed:** Newsletter to be recommended to Council with invitation to Annual Assembly for delivery by 11th May. Items to also be included - Mental Awareness article already available from Cllr Ellie Crook will be sent to Cllr Morley as confirmed as ready. Other items as previously discussed - Jubilee Tree, Daffodil Planting, Allotments Transfer, Annual Assembly, Playground, 20mph and anything further recommended by Council.

**Requirements:** Paper for Council to include Gazebo quotes (Cllr Cooper), Lanyard quotes (Cllr Crook), Newsletter content (Cllr Morley, Cllr Cooper, Cllr Seaton and Cllr Crook, printing and distribution costs (Clerk), Newsletter formatting (Cllr Morley) and Editorial meeting to be set up (Clerk).

**10/22C-WG Action log: Committee to review action log, to discuss developments for items to then be considered for motion for the next or future meeting or to note and be recorded as complete.**

**Discussed:** No further updates, to be reviewed at next meeting.

**11/22C-WG To exclude the public under Public Bodies (Admission to Meetings Act) 1960 and sections 100 & 102 of the Local Government Act 1972.**

Items not required - No public were present and no items needed to be discussed.

**12/22C-WG Items for inclusion on the next agenda**

**Discussed:** Youth Council advertising and promotion to be added to next agenda


**13/22C-WG Date of next meeting.**

**Discussed:** The next meeting to be held on 1st June via Teams

**14/22C-WG Close of meeting.**

The meeting closed at 21:30.

Signed:

 Page 2 of 2

Dated:

07.07.2022