

KENNINGTON COMMUNITY COUNCIL COMMUNICATIONS COMMITTEE MINUTES



Agenda published 07 January 2022

A meeting of the Communications committee, was held on Wednesday, 12 January 2022 at 6pm, in the St Mary's Community Centre

- 1/22C** To note those present, to receive and consider for approval, apologies for absence and reasons given.
Present: Cllr Alan Cooper, Cllr John Seaton, Cllr Charles Ellis, Cllr Chris Morley
Also Present: The Clerk
Apologies: Cllr Ellie Crook (Preparation for Council) and Cllr Mark Silvester (Work commitments)
- 2/22C** To declare any Disclosable Pecuniary Interests (DPIs), Other Significant Interests (OSIs) or Voluntary Interests (VIs) relating to items on the agenda.
None were declared.
- 3/22C** To elect a Committee member to the vacant position of Chair for this committee until 2022 Annual Council Meeting.
Nominations: Cllr Seaton was nominated and accepted.
Vote: Unanimously in favour of Cllr John Seaton for Chair of Communication Committee,
Resolved: Cllr John Seaton **elected** Chair of Communications until next Annual meeting of the Council.
- 4/22C** To consider and adopt the Minutes of the Ordinary Meeting held on 15 March 2021
Resolved: Agreed the minutes circulated, were approved unanimously, were declared a true record and to be signed by the Chair.
Resolved: Agreed unanimously by all present, all previous minutes that are awaiting signature of the previous Chair, will be signed by new Chair Cllr Seaton at the next meeting in person.
Action: Clerk to bring back for signature by the Chair at the next suitable in person meeting of the Communications committee.
- 5/22C** Public Open Session for members of the public who may make representations, answer questions and give evidence regarding items on the agenda or to suggest issues for discussion at a future meeting. (This item will last no more than 15 minutes)
No public were present.
- 6/22C** Communications strategy - Committee to consider an approach to the development of a strategy.
Resolved: Agreed the Cllr Alan Cooper to look at for next suitable Communications meeting
Action: Cllr Cooper to draft and to bring back to next suitable Communications committee.
- 7/22C** Social Media Strategy - Committee to discuss the social media strategy steps for the next 6 months and produce a comprehensive implementation plan.
Resolved: Agreed to diarise to review in 6 months' time once Communication committee have been meeting on a regular basis
Action: Clerk to add to future agenda in June/July
Resolved: Agreed to look at a media thinker/ blog stimulator / communications inspirer either non-Councillor or a Councillors to assess our agendas/Facebook and blogs to see what we could be further writing, what our residents would like to see us writing about and advising upon.
Action: Clerk to add to next suitable meeting agenda

Signed :

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8/22C Newsletters

1) Monthly Email - Committee to consider monthly newsletters by email

Resolved: Agreed Cllr Morley to do the next edition via Sway and publish on website, with the aim that this should be approximately bi-monthly and cover 3-4 main activities, this then to be reviewed at the next Communications committee meeting to further develop/assess.

Action: Cllr Morley to write first edition on Sway and publish for further review. development at next Communication committee meeting.

Resolved: Agreed that the committee to consider an accompanying letter to go out re Precept costs within ABC Council tax mailing.

Action: Clerk to approach ABC for their deadline for letter

Resolved: Agreed that the committee to publish a further Sway newsletter edition that includes an article on Precept costs and Kennington Community Council plans for 2022/23 financial year.

Action: Clerk to add to next agenda.

2) Next edition (Issue 3) - Committee to consider next edition, content and distributed by date so as timeline can be established.

Resolved: Agreed to discuss again at next suitable Communications committee with the aim the next edition to be on around early September.

Action: Clerk to add to next agenda.

9/22C Picture Book of Kennington - Committee to consider (request received at the Planning meeting on 07th December 2021) for one to be collated and published on website.

Resolved: Agreed we should look at other Council websites and what they have done in order to consider and bring back to future Communications meeting

Action: Communications committee to look into other parishes/community Councils to be able to consider at a future meeting of the committee.

10/22C Website: - Committee to consider next steps for website development and further enhancement

Resolved: Agreed further development of current website does now need to be considered and discussed with website developers. Cllr Morley to draft to Clerk for her to open discussions with It'seeze.

Action: Cllr Morley to draft and Clerk to approach It'seeze for what is possible and cost implications for these enhancements and developments. .

11/22C Action log: Committee to review action log, to discuss developments for items to then to be considered for motion for the next or future meeting or to note and be recorded as complete.

Resolved: Agreed by all, Councillors to review the current Action log and send updates to Clerk and to nominate themselves to take over any outstanding actions by previous committee members.

Action: Clerk to make revisions upon receipt and add as standing item to future agendas.

Signed :

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- 12/22C** **Items for inclusion on the next agenda (*For Councillors to raise items for information only and to request items for the next agenda.*)**
Social Media Strategy - June/July meeting, Media thinker/ Blog stimulator / Communications inspirer - next meeting. Newsletter via Sway - Next meeting, Newsletter Hard Copy - next meeting. Picture Book and Website development
- 13/22C** **Date of next meeting.** To be confirmed.
- 14/22C** **Close of meeting.** The meeting closed at 18.56.

Signed :

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Dated: 24.01.2022