



C&E 18.01.2017
21-16/17- 27-16/17

QUEEN'S PARK COMMUNITY COUNCIL

Minutes of the Meeting of Communications & Events Committee held in the Beethoven Centre, Third Avenue, London W10 4JL on Wednesday 18th January 2017 commencing at 6.55pm.

Present: Councillors Ryan Dalton (Chairman), Angela Singhate and Emma Sweeney.

Also Present: Sam Shippen, Locum Director and two members of the public.

At 6.30pm, the commencement time of the meeting there was not a quorum, therefore the meeting could not commence.

6.55pm Councillor A Singhate entered the meeting.

Meeting commenced at 6.55pm.

C&E21-16/17 Apologies for absence

RESOLVED: to receive and approve apologies from Councillor P Andokou.

C&E22-16/17 Declarations of Interest

No declarations were made.

C&E23-16/17 Minutes of the Previous Meeting

RESOLVED: that the minutes of the Communications & Events Committee Meeting held 19th October 2016 be confirmed as a correct record subject to the inclusion of Councillor A Singhate who had entered the meeting at 6.40pm further that they be signed by the Chairman to be forwarded to Council.

C&E24-16/17 Public Session

There were no questions from the public present.

C&E25-16/17 Website

The Locum Director had circulated a draft site map following a review of content for the revised website, which was reviewed.

RESOLVED: that the Website Designer be requested to undertake the necessary background work; that the calendar of meetings appear in the Council section and meetings in What's On; the Chairman advised that he would populate the new site.

C&E26-16/17 Communications

1. The Voice

a. Winter edition - The Locum Director advised that the draft was only ready late in the afternoon on the date of the meeting.

RESOLVED: to approve the draft, subject to inclusion of the QPCC logo on the front page, preferably in the banner.

b. Articles and deadlines for 2017/18 editions

RESOLVED: that there is an urgent need to review the content and layout to ensure that the QPCC logo appears on the front banner; the layout is standard for all issues; three editions be published in April, July and November; regular items be local residents information, grants, what's on, events, local initiatives, chairman's article and history page; that the Working Group submit a plan to the Committee and drafts are approved by the Committee two weeks before publication.

Owing to the time, no further business was transacted and the remaining items adjourned. The Committee did not set a date for a recommencement.

The meeting concluded at 8:25pm.

Councillor R Dalton
Chairman