

Minutes of a meeting of the **COMMUNICATIONS and EVENTS COMMITTEE** held on Wednesday 3rd June 2015 at 6.30pm in Office 1, Beethoven Centre, Third Avenue, Queen's Park, London W10 4JL

PRESENT: Cllrs, Ryan Dalton, Joe Fernandes, Eartha Pond, Susanna Rustin (Chairman), Angela Singhate

In attendance: Mike Simpson - Director

APOLOGIES FOR ABSENCE

There were none

ELECTION OF CHAIRS

Election of Chairman for 2015-2016

C&E. 235 **RESOLVED** that Susanna Rustin is Chairman for 2015-2016

Election of Vice Chairman for 2015-2016

C&E. 236 **RESOLVED** that Ryan Dalton is Vice Chairman for 2015-2016

DISCLOSURE OF INTERESTS

To deal with any disclosure by Members of any dis-closable pecuniary interests and interest other than pecuniary interests, as defined under Queen's Park Community Council's Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

PUBLIC PARTICIPATION

To receive any questions, or brief representations, from members of the public in accordance with Standing Order No. 3 e, f, g and h.

Emma Morgan suggested hosting an event in collaboration with the Avenues Youth Club to help promote them as well as to highlight that the club is open to all residents.

Cllr Singhate raised concerns about whether such an event would be in line with QPCC's business plan.

MINUTES

Minutes of the Communications and Events Committee meeting – 15th April 2015

C&E. 237 **RESOLVED** that that the minutes of the Communications and Events Committee meeting held on 15th April 2015 be taken as read, confirmed as a correct record and signed by the chairman.

SUMMER FESTIVAL

Report from the summer festival working group

Cllr Rustin explained that the working group had only met once and that they would be able to report back further after they had met a more. The working group meetings had been scheduled for 22nd June, 7th July, 23rd July and 30th July.

C&E. 238 To decide on the budget for the summer festival
RESOLVED that the Council will allocate £6,500 for the summer festival

To discuss the payment of staff for the festival

Cllr Rustin suggested that Cllr Dalton is paid the sum of £1,000, as an external events organisation (Oliver James Events), for managing the stage and musicians. Cllrs Fernandes and Singhate both raised concerns about a Councillor being paid for an event organised by the Council. Furthermore, Cllr Singhate was concerned that the Avenue's Youth Club are usually responsible for finding acts, although they did not do so last year after being asked to by the Council. The Director advised that it is legal to pay a Councillor for work as long he is being paid as a business, not a Councillor.

C&E.239 **RESOLVED** that Oliver James events is paid £1,000 for the festival on a one year basis only, provided that the Avenues is given a 1 hour showcase on stage.

Paula Pagliarin has been recommended as a volunteer coordinator to recruit up to 20 volunteers and pay for her services and the Working Group will approach her.

To confirm the date of the Queen's Park's Got Talent auditions

Cllr Dalton advised that the auditions were taking place on 27th June at St Jude's Hall

QUEEN'S PARK VOICE

To discuss the next issue of Queen's Park Voice

The next issue will be at the end of July to help promote the festival.

To confirm the recruitment of young people to help with the delivery of the Voice

It had been suggested that the Council recruits young volunteers to deliver the Voice which everyone believed was a good idea. However, the Committee felt that they needed more information before making a decision.

To discuss the roles of volunteers who help produce the Voice

There was discussion about whether Joe Gordon should be paid to edit the Queen's Park Voice due to the amount of work it is. This raised more general issues about the Council recruiting staff to help deliver their services and that that the policy should be clarified as well as whether a volunteer should be paid. Joe Gordon asked that any payment made to him for the last edition is deferred until another time due to personal financial reasons.

E-NEWSLETTER

To discuss the next edition of the e-newsletter

The next newsletter is scheduled for July and the contents will be decided nearer the time

WEBSITE

Update from Director

The Director advised that www.queensparkcommunitycouncil.gov.uk is live

NOTICEBOARDS

Update from Director and discussion of next steps

The Director advised that the noticeboard had arrived and will be put up outside the Beethoven Centre. It was agreed that the Committee should decide on more noticeboards once the first one was up.

SOCIAL MEDIA POLICY

To discuss the adoption of a social media policy for Queen's Park Council

It was agreed that the Council should adopt a social media policy and that Policy and Resources should consider the details.

PUBLICITY OF GRANTS PROCESS

To discuss a strategy to publicise the Council's grant process

It was decided that a flyer will be posted to residents' houses and that the process will be promoted on the website, social media, Queen's Park Voice, noticeboard and newsletter.

BUDGET FOR SMALL EVENTS

To decide on the provision of a budget for small events and its delegation arrangements

Concerns had been raised that individual committees do not always have the time to create a budget for approval before hosting a small event. Therefore, it was suggested that committees have a small amount of money that can be used for such events.

C&E.240

RESOLVED that £600 is delegated to the Director from the Committee where 3 Councillors, including the Chairman, can request it for small events hosted by the Council.

OPEN AIR CINEMA

To discuss the provision of an outdoor cinema for Queen's Park Gardens

- C&E.241** **RESOLVED** that the Director will look into the different options for providing an Open Air cinema in Queen's Park Gardens

PUBLICITY OF WORKSHOPS

To discuss the publicity of community workshops that the Council is hosting as part of their Neighbourhood Plan

The Committee intends to promote the Neighbourhood Shop at 548 Harrow Road by publicising the shop in the Queen's Park Voice, sending a leaflet to all residents, as well as promote it in the Council's e-newsletter and website.

CAMERA PURCHASE

To discuss purchasing a camera to record Council meetings

- C&E.242** **RESOLVED** that the Council purchases a video camera

Meeting ended at 8.30pm