

Minutes of a meeting of the **COMMUNICATIONS and EVENTS** Committee held on **Wednesday 21st January 2015 at 6pm** in Office 1, Beethoven Centre, Third Avenue, London W10 3JL

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

Also in attendance: Cllr Katie Cowan (6.45pm)
Joe Gordon
Linda Butcher – Director
1 member of the public

APOLOGIES FOR ABSENCE

Cllr Eartha Pond – unwell
Cllr Philip Arndokou – unwell

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. None

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.

Simon Walton asked why didn't Queen's Park Community Council have a stall at the Winter Event?

MINUTES

Minutes of the Communications and Events Committee meeting – 3rd December 2014

- C&E.156** **RESOLVED** that the minutes of the Communications and Events Committee meeting held on 3rd December 2014 be taken as read, confirmed as a correct record and signed by the chairman.

LOGO

To view the ideas from designers and to agree the next steps.

The committee viewed the items submitted by Phil and Brian and some changes were suggested.

- C&E.157** **RESOLVED** that Cllr Susanna Rustin will brief Brian and Phil with the amendments so the four chosen ones can be included in the next issue of Queen's Park Voice for residents to choose their preferred option. When the results are known the Committee will consider the final choice.

COMMUNICATIONS

Queen's Park Voice : Plans for the issue No.11. Update from Working Group and to discuss delivery.

The Chairman reported that the contents list is completed and that items are trickling in. She confirmed that delivery will be the same as previously with £100 each paid to Joe and Angie and that the usual volunteers carry out the delivery. It was noted that Cllr Eartha Pond is unwell at the moment so Simon Walton volunteered to deliver some extra addresses. It was AGREED delivery would be the end of February.

Website

Cllr Ryan Dalton has been updating the Lovequeenspark website. To consider the way forward and progress on new Council website.

C&E.158 **RESOLVED** to renew the current arrangement via Ted at PDT and for Ryan to continue to update free of charge. When Mike Simpson, the new Director starts he will investigate a new website for the Council.

The Chairman welcomed Cllr Katie Cowan who was attending to discuss the next item.

EVENTS

Veolia Clean-up Day : Report on joint Working Group with Environment and Open Spaces Committee

Cllr Katie Cowan reported that the Working Group felt the clean-up should be held either the last week-end of February or the first week-end in March. Katie will circulate a note to all Councillors after the meeting tomorrow. The Working Group is made up of Katie, Emma Sweeney, Emma Morgan and Eartha Pond. This is a Queen's Park Community Council event and very important.

Winter Festival Report from Cllr Ryan Dalton on the Council's contribution to the Winter Festival.

This event had been very successful and Cllr Ryan Dalton had received several emails of thanks from local residents who had attended the lunch. However, some people felt next year the event should be a week earlier and that there might be more hot food but the carols had been very well received. It was felt Queen's Park Community Council should have a higher profile in the future and the committee needs to consider if it wishes to be more involved next time.

2015 Summer Festival : To consider forming a Working Group for the Summer Festival

It was felt an Intern who is studying event management might be beneficial in the future. Cllr Ryan Dalton had worked very hard towards the event last year but things need to be on a more formal basis in the future. It was AGREED the acts from Queen's Park's Got Talent who were 'hired' for the event should received a formal letter of engagement from the Council.

C&E.159 **RESOLVED** that the Working Group would include the Director (as Event Co-ordinator), Cllr Ryan Dalton and other Councillors who would be invited to volunteer.

One item that needs to be researched and resolved is the date of the Summer Festival – 8th or 15th August?

GENERAL

To consider what the committee priorities are for the new Director when he starts on 9th February 2015.

C&E.160 **RESOLVED** that the following items should take priority:

Summer Festival Co-ordinator
Creation of a new Website
E-mail addresses for individual Councillors and to this end it was

C&E.161 **RESOLVED** to pay £10 per address to have eg. ASinghate@queensparkcommunitycouncil.gov.uk via ITC as per the Director's email address. However, the Director would check if the gov.uk address for our website includes a number of email addresses free of charge.

The meeting closed at 7.40pm