

To all members of the Communications and Policies Committee

Notice is hereby given and you are summoned to attend a meeting of the Communications and Policies Committee on 16 November 2017 in the John Heggadon meeting room, commencing 19.30 hrs.

Mrs S E Roberts, Clerk  
9 November 2017.

**Members:** Cllrs G Hewett, C Hughes (Ch), P Hughes, D Peer.

#### Agenda

**1. Public questions**

To receive and consider public questions and comment.

**2. Cooption**

2.1 To approve the co-option of Cllr Gillie Gray onto the committee

**3. Apologies and declarations of members' interests**

- 3.1 To receive and consider approval of apologies for absence;
- 3.2 To receive members' declarations of interest.

**4. Minutes**

- 4.1 To approve the minutes of 2 October 2017 as a correct record of the meeting - attached.
- 4.2 To consider matters arising from the minutes.

**5. Newsletter – Winter 2017**

5.1 Discussion over content, details and dates for the winter 2017 newsletter.

**6. Future Events**

- 6.1 To receive an update on the arrangements for the following events and to finalise details accordingly:
  - Carols on the Green on 15 December 2017
  - "Open House" event for the parish hall on 27 January 2018 and related marketing activities

**7. Budget update**

- 7.1 To review the committees spend to date for 2017-18 – report attached
- 7.2. To consider budget priorities for 2018-19

**8. Community Engagement 2017**

- 8.1 To consider the Committee's work programme for 2018, to include:
  - Newsletter: editorial, frequency, distribution
  - Website
  - Spencers Wood Carnival
  - Other events

**9. New Shinfield Community Centre**

9.1 To consider any actions required regarding promotion of the new Community Centre

**10. Celebrating Success.**

To consider any recent successful events for the Parish Council to celebrate.

**11. Correspondence**

To receive and consider correspondence items

**12. Dates of future meetings**

To confirm the date of the next meeting – currently 7.30pm on 18 January 2018