

**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 19 January 2017 in the John Heggadon meeting room, commencing 19.30 hrs.**

Mrs S E Roberts, Clerk  
12 January 2017.

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

**Agenda**

**1. Public questions**

1.1 To receive and consider public questions and comment.

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

2.1 To receive and consider approval of apologies for absence;

2.2 To receive members' declarations of interest.

**3. Minutes**

3.1 To approve the minutes of 17 November 2016 as a correct record of the meeting (attached)

3.2 To consider matters arising from the minutes, to include:

- Website update
- New Residents' Pack
- Revised draft Community Engagement policy

**4. Newsletter**

4.1 To consider the timetable, content and distribution for the next parish newsletter

4.2 To arrange editorial group meetings

**5. Annual Report 2016/17**

5.1 To consider the format, style and preparation for the council's annual report, including communication of the Council's budget for 2017-18 and Precept

**6. 2017 Annual Parish Meeting**

6.1 To discuss arrangements for the Annual Parish Meeting on 27 April, including speaker(s)

## **7. 2017 Community Events**

7.1 To consider other community events for 2017, to include:

- Pancake Day (28 February 2017),
- Arts Trail
- Spencers Wood Carnival
- Councillor Surgeries/Parish Roadshow

## **8. New Shinfield Community Centre**

8.1 To consider any communication matters relating to the new Community Centre

## **9. Correspondence**

9.1 To receive and consider any correspondence items