

**Agenda Item:** 13.1  
**Report to:** Full Council  
**Date:** Wednesday 17<sup>th</sup> March 2021  
**Subject:** Printing a newsletter to send to residents.  
**Summary:** To note officer advice on the impacts of producing a printed newsletter to send to all residents in Kings Hill.

---

**Recommendation**

- 1. The council is asked to consider the financial impacts of the motion proposed.**
- 

**1. Background**

- 1.1 Cllr Redding has put forward to the following motion:-

To create an open newsletter/letter to be sent to all residents on Kingshill explaining the entire situation with regards to the Sports Park and TM Active.

**2. Parish Council Website**

- 2.1 There is currently a report on the parish council website explaining the process and setting out the summary terms of the third party management agreement for the Sports Park.

[https://www.kingshillparish.gov.uk/Frequently\\_asked\\_Questions\\_3686\\_5.aspx](https://www.kingshillparish.gov.uk/Frequently_asked_Questions_3686_5.aspx)

**3. Financial Implication**

- 3.1 The cost estimate below is based on printing a newsletter inhouse.

Cost of printing one sheet black and white) (3250 at 1.5 p)	£487.50
---	---------

Cost of delivery	£350
<b>Total</b>	<b>£837.50</b>

3.2 There is no budget line in 2020/21 or 2021/22 for the production of newsletters or marketing.

#### **4. Risks to the Council**

4.1 To undertake anything with a financial cost in this year's or next year's budget would be a high risk strategy for the council. The financial investigation laid out that the parish council does not have the required amount of reserves to function and the council is in a three year replacement programme, to spend any of these reserves whilst they are being replaced puts the parish council at risk.

#### **Motion from Cllr Redding:**

**To create an open newsletter/letter to be sent to all residents on Kingshill explaining the entire situation with regards to the Sports Park and TM Active.**

Contact Officer: Georgina Jackson, Deputy Clerk

Date: 5<sup>th</sup> March 2021