

## BEARSTED PARISH COUNCIL

### Minutes of the Communications and Community Committee meeting of Bearsted Parish Council held at KGV Memorial Hall, Bearsted on Wednesday 22nd January, 2017

Present: Cllrs Dan Conner (Chair)  
Tony Ryan (Vice Chair)  
Jonathan Askin (co-opted)  
Richard Ash  
Fiona Redman  
Ms Barbara Dunford

There were no members of the public in attendance. The minutes were recorded by Mrs Sarah Lewis in the absence of a clerk.

#### **REPORTS FROM MEMBERS OF THE PUBLIC**

There were no reports.

- 1. Apologies and absence**  
Apologies were received from Paul Young (illness) and were accepted.
- 2. Declaration of Interests, Dispensations, Predetermination or Lobbying**  
There were none.
- 3. Minutes of the last Communications & Community committee meeting.**  
The minutes of 25.1.17 were **agreed** as a true record duly signed
- 4. To co-opt members onto the committee.** Unanimous vote to accept Cllr Askin onto committee.
- 5. Events**  
Farmers Market: Council discussed the possibilities of becoming a 'Market Authority' under the Food Act – Market Authority licence. Discussion ensued regarding options going forward and how such arrangements need to be met. Further research will be undertaken by Cllr Askin and opportunities for applying for an alcohol licence. This item is deferred for further discussion at the next meeting.

**ACTION: JA**

Email will be sent to the Farmer's Market Manager requesting her presence at the next meeting C&C Committee meeting to discuss the future expansion of the market.

**ACTION: FR**

Fireworks 2017: A provisional booking has been made with Pheonix for the annual Firework display, however due to their recent price increase, a further quote has been obtained from a company named Fantastic Fireworks. It was **agreed** to request a more precise quotation with a more specific vision as to what is required in order to gain 'like for like' comparisons between the two companies.

**ACTION: BD**

Event for older generation: Following last year's success, it was **agreed** to repeat the Old Time Music Hall theme. Discussion took place as to the venue, date and charging for tickets. Cllr Ryan will make enquiries with the Hazlett Theatre as a venue. September appeared to be the most popular choice of month for the event to be held.

**ACTION: TR**

Event for younger generation: Suggestion was made for a joint sports day with local clubs participating, in particular the Bowls, Cricket and Tennis clubs. The preferred date would be a single weekend day during the school summer holidays. Communication to be sent to the various Clubs to enquire as to availability and participation.

**ACTION: BD/DC/FR**

Christmas Fair: A quote has been obtained from an Event Management company at around £250 a day with an estimation of approximately 7 days work in total. It was **agreed** that a more detailed budget is required together with a bullet pointed specification for quotation purposes.

**ACTION: FR**

Advertise for further Events Company quotes on Facebook

**ACTION: BD**

- 6. Annual Parish Meeting.** It was **agreed** to contact local organisations to invite to make a speech at the meeting. Last year's file has been located and Admin will go through it for contacts for invitation. It was **agreed** that the meeting should follow a similar format to last year.

**ACTION: ADMIN**

- 7. Community Matters**

Play scheme 2017: There were no reports. Discussion took place regarding setting up an application process for spaces. Booking to be set up via online ticket sales such as wegottickets.com.

Newsletter: Information was received regarding the newsletter which remains a work in progress. Cllr Ryan will be meeting with the distribution team shortly. A biography and photo will be required for the two new Councillors.

Website: It was **agreed** that attention will be turned to reviewing the website content for accuracy and content once the new clerk is in position. Agendas and Minutes will continue to be added until such time.

- 8. Finance**

Budget monitoring. Discussion took place as to expenditure against budget for the C&C Committee for the past year. The subject of expenditure against budget was discussed. It was **agreed** to request information regarding the budget for the committee.

**ACTION: FR**

- 9. Matters for Information**

School Logo Competition 2017: This matter remains ongoing.

Logo strapline: This will be incorporated into the school logo competitions.

**10. Future agenda items**

**11. The date of the next meeting will be Wednesday 22<sup>nd</sup> March 2017 at the KGV Hall.**

**There being no further business to transact, the meeting ended at 21:30**

**Signed..... Date.....**