



Bearsted Parish Council

Minutes of the Communications Committee meeting of Bearsted Parish Council held remotely on Tuesday 28 April, 2020 at 7.30pm

Present: Cllr Michael Bollom (Chairman)
Cllr Denis Sponer
Cllr Joanna Tribbley

Also in attendance was the Acting Clerk Erin Sugden (AC).

There were no reports from members of the public.

1. Declarations of intentions to record

The AC declared that the meeting was to be recorded.

2. Apologies and absence

Apologies were received and accepted from Cllr Pat Marshall MBE.

3. Declaration of Interests, Dispensations, Predetermination or Lobbying

None.

4. Signing of the Minutes

The minutes from Tuesday 25th February 2020 were agreed as a true record and duly signed.

5. Matters arising from the last meeting

Cllr Spooner confirmed he had spoken to a resident about assisting with defibrillator training.

6. Printed Media

a) Correspondence: None

b) Downsmail: The Downsmail had informed Cllr Bollom that they will not be going to print for the foreseeable future. Cllrs proposed and unanimously agreed not to pay for an online page with Downsmail.

c) Newsletter: The committee discussed the possibility of re-introducing the Parish Newsletter in the light of the Downsmail not printing as we need a way to inform residents. The AC will look at the costs for a suitable printer. Cllr Spooner will send the committee the distribution zones that have been used in the past.

ACTION: CLLR SPOONER/ACTING CLERK

d) Parish Booklet: Due to an advertiser cancelling their advert there will be a reduced amount of £240 than previously reported. The Booklet will be distributed once the COVID-19 lockdown ends.

7. Digital Media

a) Correspondence: None

b) Update website progress: Cllr Bollom will update some of the text for the new website and will ask a local historian to assist with information about listed buildings. The AC will request a viewable version of the website to be available for the committee in two weeks.

ACTION: CLLR BOLLUM/ACTING CLERK

- c) Website content: AC to request all Cllr's send a picture of themselves with a white background.

ACTION: ACTING CLERK

8. Health & Well Being

- a) COVID-19 Update: Cllr Graeme Hannington continues to work with the Bearsted CVD19 Help Team and where suitable the Parish Council are supporting their actions.
- b) Defibrillator Training: Cllr Spooner will request the resident contact the AC when the COVID-19 lockdown has ended.

ACTION: CLLR SPOONER

9. APM and Mynn Awards

With the council having to postpone this event for the time being it was agreed to consider when this will take place once the COVID-19 lockdown has ended.

10. VE Day Celebrations

The committee were happy to support the efforts of the Bearsted CVD19 Help Team by publishing their initiative of 'stay at home' celebrations. A message will be published on the BPC website and social media about the national timetable of events and the unveiling of the 'Lest We Forget' memorial.

11. Market on the Green

- a) Membership to Kent Farmers Market Association: It was proposed and unanimously agreed to pay £57 for annual membership and £93.50 for the annual insurance.
- b) License and insurance: The AC reported how a renewal request had been received for a gambling license. It was unanimously agreed that this is not required.

12. Playscheme

- a) Grants: The AC reported how the grant for 2019 had not been submitted but that the application had been completed and submitted for 2020. Other grants had been submitted and an update will be given next month.
- b) Staffing costs: The AC reported that if BPC wished to extend the hours that Playscheme operated there would be a significant increase in staffing costs mainly due to the restriction in place for the young workers. Further investigation will be done.

13. Christmas Decorations

- a) Insurance costs for Christmas Motifs: It was unanimously agreed to pay £14.00 to cover the cost of Christmas Motifs.
- b) Christmas Motif contract: The AC reported how another request had been made to Aylesford Electrical for a breakdown of costs for the invoice received for 2020-21. At the present time nothing has been received. The AC was asked to get quotations for the installation of the Christmas Decorations for 2020.

ACTION: ACTING CLERK

- c) Christmas Motif storage: The AC will get costs together for storing the Christmas Motifs.

14. Old Time Music

Due to the uncertainty of social distancing in the coming months the committee took the very hard decision to cancel this years Old Time Music event. A vote was taken with all in favour.

15. General Correspondence

a) Summer celebration- Due to the uncertainty of social distancing in the coming months the committee decided to not permit any events on The Green until further notice. Emails to those intending to use the Green were to be informed of the Councils decision and cancel/postpone organised events until further notice.

A vote was taken with all in favour.

b) Christmas Market: The Committee of the Bearsted and Thurnham Fayre wrote to Cllr Bollom about the opportunity of running a Christmas Market. At the present time, no permission can be granted but Cllr Bollom will speak with the Market Manager about the possibility.

ACTION: ACTING CLERK/CLLR BOLLUM

16. Future Agenda Items

Events

Christmas Decoration Contract

17. Date of next Meeting 26th May, 2020.

There being no further business to transact, the meeting closed at 20.42 hrs

Signed..... Date.....