



Bearsted Parish Council

Minutes of the Communications Committee meeting of Bearsted Parish Council held remotely on Tuesday 30th June, 2020 at 7.30pm

Present: Cllr Michael Bollom (Chairman)
Cllr Sandra Knatchbull
Cllr Denis Spooner
Cllr Joanna Tribley

Also, in attendance was the Clerk Erin Sugden.

There were no reports from members of the public.

1. Declarations of intentions to record

The Clerk 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 26th May 2020 were agreed as a true record and duly signed.

5. Matters arising from the last meeting

None.

6. Printed Media

a) Correspondence: None.

b) Newsletter: The Clerk advised the committee that the re-launch of the Newsletter is due mid-July. Cllr Bollom will do an introduction, Cllr Tribley will write about the update on traffic management, Cllr Spooner will give an update about the Church Road housing development and the Clerk will then format the document.

c) Temporary signage: It was unanimously agreed to use 'Keep the Green Clean' signage along with images of what is not permitted on the Green.

ACTION: CLERK

7. Digital Media

a) Correspondence: None

b) Website update: Councillors ratified two payments to Webexpand with all in favour. The first for £170 for the use of Tickera (ticket issuing plug-in) and the second for £500 for further website development.

8. Health & Well Being

a) Pilates: An enquiry was made from a local Pilates teacher to hold classes on The Green. The Clerk agreed this would be permitted with no charge if a free class were offered to residents. A date for this to commence is still to be arranged.

b) Football: A local children's football coach requested to use the Elizabeth Harvie Field during the summer to offer classes. The Clerk agreed to this for the health and

wellbeing of many children who have had little exercise during the lockdown period. The same agreement will be made with a local dance class.

c) Reflective wristband: A proposal was made to purchase reflective 'snap bracelets' to be distributed during the autumn/winter to commuters, cyclists and children. It was agreed with all in favour that £1300 would be spent on 1000 bands.

9. Playscheme

a) Tickets update: The new Tickera plug in went live on the 29th June and within 24 hours half the tickets for Playscheme had been sold.

b) Operation of event: The organiser submitted an outline of how the event would be run, taking in consideration changes due to COVID-19. The Clerk informed the committee that Came & Co had been contacted and a new risk assessment written to include 'infection control'.

c) Staffing: Due to the need to increase the number of staff to meet the controls in place for the risk assessment it is expected that the cost for staffing the Playscheme will increase. The exact figure was not available as it will depend on how many tickets are sold.

10. Christmas Decorations

a) Christmas decoration contractor 2020/21: It was agreed with 3 in favour and 1 abstention to appoint LRH Property Maintenance/Anglo Global for the installation, removal and storage of the Christmas decoration and lamppost motifs for 2020/21.

b) Update on Aylesford Electrical brief update: The committee were given an update regarding the current outstanding invoice for the 2019/20 Christmas motifs. This was deferred to the Full Council meeting.

11. War Memorial

Traditional Stone, the contractor that did the original inscription on the renovated war memorial will return early July to rectify a letter that was engraved incorrectly. Cllr Bollom and Cllr Knatchbull will meet with them.

12. Noticeboards

a) Cost of new noticeboard at Madginford Shops: The Committee unanimously agreed for a budget of £1500 be allocated for the new noticeboard. The Clerk will finalise the specification and order.

ACTION: CLERK

b) Distribution boxes: It was unanimously agreed to purchase 8 leaflet holders at a cost of £160 to be installed on to noticeboards for distribution of the newsletter.

13. Future Events

a) Fireworks: Defer to next meeting

b) Christmas Market: The Market Manager has updated the committee that out of 22 stall holders only 10 would be interested in coming back to a Market on the Green at the present time with the COVID-19 guidelines in place. This will be re-accessed in September.

14. Future Agenda Items

Fireworks
Christmas Market
Future Events

15. Date of next Meeting, 28th July, 2020

There being no further business to transact, the meeting closed at 20.51 hrs

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

