



A G E N D A

To all members of the Council, Press and Public
Members are hereby summoned and notice is given that the **MEETING OF THE COMMUNICATIONS COMMITTEE** will be at the King George V Memorial Hall, Manor Rise on Tuesday 22nd November 2022 at 7.30pm when it is proposed to transact the following business

Reports from members of the public

This is a concessionary short session before the meeting commences and will be limited to 15 minutes. Three minutes per person will be allowed and only if time permits will further comments be heard. This is a for information session only and no action can be taken upon those items raised **(15 mins)**

1. Declarations of intention to record

Legislation allows for meetings to be recorded by anyone attending. Persons intending to record or who have concerns about being recorded should please speak to the Clerk. Details of our full recording policy can be found on our website.

2. Apologies for absence

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

3. Declaration of Interests, Dispensations, Predetermination or Lobbying

To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers. To consider any Dispensation requests received by the Parish Clerk and not previously considered.

4. Signing of the Minutes of the last meeting

5. Clerks report

To receive reports and update on previous actions.

6. Media, printed and internal communications (LGA 1972 s142)

- a) Correspondence
- b) Christmas Newsletter
- c) Website
- d) Social media

7. Events (LGA 1972 s145 (1)(a))

- a) Fireworks: To receive an update on the event.
- b) Christmas Market on the Green: To receive and update about the event and review the budget.
- c) Bearsted in Bloom: To discuss schedule for 2023
- d) Playscheme: To discuss schedule for 2023

- e) Other event suggestions.
- f) Externally organised events:
 - i. Cars on the Green 2023

- 8. Celebration of the Coronation** (LGA 1972 s145 (1)(a))
To receive an update from community engagement.

- 9. Beautification of Bearsted** (Local Government Act 1972, s. 144)
To receive any new ideas.

- 10. Review Budget** (Accounts and Audit Regulation 2011/817)
To consider the budget requirement for 2023-2024

- 11. Action plan for 2022-2023**
To review and update a draft version of the Action plan.

- 12. Parish Booklet 2023**
To discuss the content, budget and schedule for publishing the booklet.

- 13. Newsletter distribution**
To discuss the ways, we circulate the newsletter and increase distribution.

- 14. Permanent banner poles**
To discuss options for permanent poles to display our event banners.

- 15. Community Project Briefing Document**
To compile a document to brief all stakeholders of the community project about the current progress.

- 16. Future Agenda Items**

- 17. Date of next Meeting**
17th January 2023

Signed:



Erin Sugden,
Clerk to Bearsted Parish Council.
16th November 2022

Tel: 01622 630165 Email: Clerk@bearstedparishcouncil.gov.uk

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