



Minutes of the Communications Committee meeting of Bearsted Parish Council held at King George V Memorial Hall, Manor Rise on Tuesday 17th January 2023 at 8.00pm

Present: Cllr David Hall (Chairman)
Cllr Clive English
Cllr Pat Marshall MBE
Cllr Denis Spooner
Cllr Carolyn Smith

Also present was the Administrator Amy Bush and one member of the public.

1. Declarations of intention to record.

The Administrator declared she would be recording the meeting for minuting purposes.

2. Apologies for absences

None.

3. Declaration of Interests, Dispensations, Predetermination or Lobbying

None were declared.

4. Signing of the Minutes of the last meeting

The minutes of the Communications Committee meeting on the Tuesday 22nd November 2022 were agreed as a true record and duly signed.

5. Office report

The administrator to report on previous actions and papers during each item.

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

- a) Correspondence: None.
- b) 2023 Newsletter: A February newsletter will be drafted to include:
New Chairman introduction / statement, Introduction of new Cllrs, Events for the diary, Mynn Awards update, Community bus service update.
- c) Website: Office to update with new Cllr bios once received.
- d) Social media: None.

ACTION: Office

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

- a) Fireworks: To secure date and contractors for 2023.
- b) Market on the Green: No updates
Bearsted in Bloom: The committee voted with all in favour to rest the event in 2023 and to revisit in 2024 if there is enough public interest.
- c) Playscheme: The event will run w/c 24th July 23 and w/c 31st July 23. BPC to discuss ways to expand and enhance the popular event in the future. Cllr Hall to contact the event organiser to discuss.
- d) Other Event suggestions: To explore the possibility of future events on The Green including a circus, Air Ambulance show, Police show.

ACTION: Cllr Hall

e) Externally organised events:

- i. Cars on the Green: Date confirmed as 23rd July 2023. Office to send the organiser Cllr Halls email address as a point of contact.

8. Celebration of the Coronation (LGA 1972 s145 (1)(a))

The office reported that little feedback was received from the Community engagement exercise.

The committee agreed that due to time restraints and lack of feedback that no official event would be organised by Bearsted Parish Council.

The committee agreed to propose a £500 spend to Full Council for bunting and flags to decorate the Parish ahead of the celebrations.

Cllr Smith agreed to contact the schools to discuss possible calibration.

ACTION: Cllr Smith

ACTION: Office

9. Elizabeth Harvie Field Premise Licence

The administrator updated the committee on the need to resubmit the licence application. As no events are planned on the field in the short term this will be completed when next possible.

ACTION: Office

10. Beautification of Bearsted (Local Government Act 1972, s. 144)

The committee agreed to refer this item to the Environment committee.

ACTION: Office

11. Mynn Awards

The committee voted with all in favour the following processes for the 2023 Mynn Awards:

1. To schedule the awards for November 2023 and to review at the Comms meeting in May.
2. Cllr English to lead the organisation and working group.
3. A working group to be formed with 3 members, Cllr English, Cllr Marshall and one external member.

12. Parish Booklet 2023

The committee voted with all in favour not to produce a booklet for 2023. The committee will look at more sustainable ways to update the Parish including the website and newsletter.

13. Newsletter distribution

The committee agreed to propose the following at the next Full Council meeting: That 3 newsletter editions from April will be delivered by hand to all Parish households. This task would be shared across all able Cllrs. The intention will be to gain more interest and increase the online mailing list foreseeing a more sustainable and digital future.

14. Permanent banner poles

The committee voted to spend a maximum of £150 on one permanent banner pole to be used at The Green to advertise BPC events.

ACTION: Office

15. Community Project / Project A Briefing Document

The committee voted to defer this item to the next agenda.

16. Twitter account.

The committee voted with all in favour for the office to set up a Twitter account. This will be used to contact suppliers when needed.

17. Future Agenda Items

- Election of Committee Chairperson
- Election brief and engagement
- Mynn awards working group
- BPC Election poster / engagement
- Coronation decorations
- Community Project / Project A Briefing Document

18. Date of next Meeting

21st March 2023

There being no further business to transact, the meeting closed at 21.45h

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