



**Minutes of the Communications Committee meeting of Bearsted Parish Council held at
Madginford Hall, Egremont Road, on Tuesday 24th September 2024 at 7.30pm**

Present: Cllr David Hall Chairman
Cllr Richard Ash MBE
Cllr Pat Catt
Cllr Neil Francis
Cllr Martha Monday
Cllr Val Springett
Cllr Sean Turner

Also present was the Deputy Clerk Amy Bush.

Reports from members of the public

None.

1. Declarations of intention to record

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

2. Apologies for absences

Apologies received and noted from Cllr Day who will be stepping down to join the Planning Committee.

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 18th June 2024 were agreed as a true record with all in favour and duly signed.

5. Office and Chairman report

The Deputy Clerk informed the Committee that you can now nominate residents to receive 100th birthday recognition from BPC through the website. A late paper was also added with a request from the Church group for Carols on the Green to take place on 18th December at 7pm. This was agreed with all in favour.

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

- a) Fireworks: The Deputy Clerk confirmed the event manager had booked the contractors and vendors for the event and the tickets would go live next week. Cllr Hall commented that he is still waiting for information from our insurer after the event plan was submitted.
- b) Market on the Green: A successful September market. No requests from the Market Manager at present.
- c) Playscheme: Cllr Hall advised that an email had been circulated by the Clerk and needed a response by Monday. The committee agreed that changes to the format of future Playschemes needed to be explored. Cllr Hall proposed that he would prepare a report and if employment advice was needed he would seek support from Outset. This was agreed with all in favour.

ACTION: Cllr Hall

- d) Old Time Music: No alternative event at this stage. The office will advise the Committee if we receive any feedback from residents.
- e) Christmas Market on the Green: The Deputy Clerk confirmed that the market manager was not able to run a Christmas Market this year. The normal market will take place on 1st December. The committee discussed options for the Christmas light switch on and it was agreed to continue as planned with the support of the Rock Choir and Madginford Primary School Choir with an afternoon of carols and refreshments from 2.30pm on Sunday 1st December. The office to make arrangements for refreshments, a gazebo for the choir and advertising for the event.

ACTION: Office

- f) Other Event suggestions: None at this stage.

g) Externally organised events:

- i. Bearsted Fayre: No update
- ii. Classic Cars on the Green: The Committee agreed with all in favour that the event could go ahead on Sunday 27th July 2025 subject to formal application completion.

7. Media, printed and internal communication (LGA 1972 s142)

- a) Newsletters items: The following items were suggested for the October newsletter: New unit at Elizabeth Harvie Field, Fireworks, Xmas light switch on, DLY Roseacre and Otham sign if complete, Madginford Hall call for volunteers.
- b) Website: No updates.
- c) Social media: No updates.
- d) Noticeboards:
 - 1. A replacement noticeboard at The Green shops was discussed however it was agreed with all in favour to replace the board at Holy Cross Church using the 2023/24 budget as this was in worse condition.
 - 2. How the noticeboards are used were discussed and it was agreed with all in favour to use the Church Landway board for community notices. Council business will be displayed at The Green shops, Ashford Road and Madginford shops only.

ACTION: Office

8. Madginford Hall Committee

The Deputy Clerk and Cllr English gave an update confirming that the Hall Committee no longer have a Chairperson and they hope one of the regular users of the Hall would soon volunteer for this role. Cllr English will continue as the secretary with Cllr Springett and Cllr Pottage supporting at meetings.

9. APM 2025

Cllr Hall proposed the APM should take place on Tuesday 1st April 2025 and subject to availability and costs the meeting should take place at The Bearsted Golf Club. This was agreed with all in favour.

The committee discussed the Mynn Awards that will be included at the APM and agreed advertising for nominations should start in November. A working group including an outside representative would be formed for judging. The office to source new presentation awards if needed.

ACTION: Office

10. Christmas lights

The Deputy Clerk gave an update and advised they were awaiting a decision from KCC on load testing for the street furniture. If this is required, the cost will be £1495. It was agreed this would be covered by the Comms budget however grant funding would be looked at to cover some of the cost. The Christmas tree decorating has been scheduled for Saturday 16th November. Cllr Hall agreed to assist with access.

ACTION: Office

11. Rob Turner Art project

Cllr Turner gave an update and discussed a new grant opportunity. Cllr Hall offered to help with the application. Cllr Ash raised some questions regarding the map design. It was confirmed if the project got to design stage that inspiration would come from the Otham and surrounding area design which local school children helped to create.

12. Budget 2025/26

Councillors discussed the budget and agreed some adjustments were needed. Cllr Hall would work on this with the Clerk and present back in November. The committee also discussed the budget tracking document and it was agreed with all in favour it needed simplifying. The Deputy Clerk to create a new working document for 2025.

13. Future Agenda Items

Standing items – Events and Media.
Art project update
APM / Mynn awards
Christmas lights
Ashford Road Post Office

14. Date for next meeting

19th November 2024.

There being no further business to transact, the meeting closed at 21.13hr

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