



Minutes of the Communications Committee meeting of Bearsted Parish Council held at  
Madginford Hall, Egremont Road, on Tuesday 7<sup>th</sup> January 2025 at 7.30pm

Present: Cllr David Hall (Chairman)  
Cllr Pat Catt (Vice Chair)  
Cllr Richard Ash MBE  
Cllr Neil Francis  
Cllr Kapil Kaushik  
Cllr Sean Turner

**Also present was the Clerk Joanne Upton.**

**Reports from members of the public**

There were no members of the public.

**1. Declarations of intention to record**

The Clerk declared the meeting would be recorded for minuting purposes.

**2. Apologies for absences**

Apologies were received and duly noted for Cllr Springett and Cllr Monday. Cllr Monday has decided to step down from the Communications Committee due to other commitments.

**3. Declaration of Interests, Dispensations, Predetermination or Lobbying**

Cllr Ash declared an interest in item 10 as Vice Chair of the u3a and would not partake in any voting.

**4. Signing of the Minutes of the last meeting**

The minutes of the Communications Committee meeting on Tuesday 19<sup>th</sup> November 2024 were agreed as a true record with all in favour and duly signed.

**5. Office and Chairman report**

There were no reports from the Chairman or the Clerk.

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

- a) Fireworks: Cllr Hall proposed to accept the 7<sup>th</sup> November for the 2025 event, this was seconded by Cllr Catt and resolved with all in favour.
- b) Market on the Green: Cllr Hall advised that the weather again had a detrimental effect on the December market and the Market Manager is considering only running the market from March/April to October. The weather caused considerable damage to the Green again. Cllr Francis suggested matting to prevent damage from vehicles. It was agreed the Committee will consider all options to allow a December Market to go ahead.
- c) The Christmas Market: As above.
- d) Playscheme: Cllr Hall advised that a risk assessment has been completed and will be sent to our Insurer. We are awaiting copies of the Play Leaders PL insurance and confirmation of qualification which has been requested by our insurance company.

**ACTION: Cllr Hall / Clerk**

- e) Other Event suggestions: Fun Run Charity event by Bearsted Football Group. Cllr Hall advised this is being proposed for the 8<sup>th</sup> June 2025, there will be a fee of £100.00 per applicant to raise money for the Kent Air Ambulance. Cllr Turner proposed to run in the event, BPC will support by paying the entrance fee, this was seconded by Cllr Hall and resolved with all in favour. BPC will offer any support and ideas to the organiser.
- f) Externally organised events:
  - i. Bearsted Fayre: There is no further update.
  - ii. Classic Cars on the Green: There is no further update.

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

- a) Newsletters items: The following items were suggested for the February newsletter: Meadow Bank update, introducing new Cllr Kapil Kaushik, the Fun Run, APM, Bearsted CAN's infrared camera, that can be borrowed and allows images to be taken to show heat loss from properties.
- b) Social media: Nothing to update. Cllr Turner requested we add the Website back to the agenda as a standing item.

**ACTION: Deputy Clerk**

- c) Noticeboards:
  - i. Cllr Hall proposed to accept the cost of £2255.82 to replace the noticeboard at the Green shops. This was seconded by Cllr Ash and resolved with all in favour.
  - ii. Cllr Ash proposed to accept the cost of £382.00 from LRH Property Maintenance to repair the noticeboard on the Green. This was seconded by Cllr Turner and resolved with all in favour.
- d) Digital Engagement: Cllr Francis provided information on how to put information together to show case how we support residents and groups in the community. Videos to be sent to Cllr Francis who will collate and put together a video for our You Tube Channel, which needs to be embedded into our website. Cllr Kaushik noted the importance of gaining consent of members of the public, especially children. It was agreed all Councillors and members of staff should take short videos of things we are involved in and share with Cllr Francis, who will collate over the next 6 months.

**ACTION: Office**

**ACTION: All Councillors / Staff**

## 8. APM & Mynn Awards 2025

- a) New Awards: Cllr Hall proposed to accept the round award from Aford Awards at a cost of £700.00 for 40. This was seconded by Cllr Turner and resolved with all in favour. Cllr Kaushik suggested a certificate be issued with the award to detail the date and achievement. This was agreed.
- b) It was agreed the office will email the Mynn Awards judges to arrange a meeting date for the beginning of March.

**ACTION: Deputy Clerk**

**ACTION: Office**

## 9. Christmas Lights

- a) Cllr Hall proposed to wait until 2027 to apply for load testing on additional lampposts at the Green, Madginford and the Ashford Road, this was seconded by Cllr Ash and resolved with all in favour. It was agreed to allocate money over the next two years for the additional testing, lights and contractor costs.
- b) Cllr Hall advised there may be an option to change the Christmas Motifs to warm white. It was agreed that the Deputy Clerk will advise if this is an option from the supplier before the Committee make a decision.
- c) It was agreed that BPC cannot propose a permanent memorial plaque as it does not own the land by the tree. The Deputy Clerk can provide costs for a replacement star for the tree and the Committee will consider funding this or contributing towards the cost.

**ACTION: Deputy Clerk**

**ACTION: Deputy Clerk**

## 10. Bus Service for u3a meetings in Detling

Cllr Ash advised there are approximately 300 members and approximately 80-90 turn up for this meeting which is held on the second Thursday of each month. There is very little parking available although there is no evidence that more people would attend if there was a bus service, also the hall would not be able to support too many more attendees. It was agreed the Clerk will liaise with Cllr Ash and the Secretary of the u3a to see if a need for a bus service can be established.

**11. Future Agenda Items**

Standing items – Events and Media.  
APM / Mynn awards  
Bus Service for u3a meetings in Detling

**12. Date for next meeting**

4<sup>th</sup> March 2025.

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

**Signed..... Date.....**