



Minutes of the Communications Committee meeting of Bearsted Parish Council

Madginford Hall, Egremont Road, Bearsted on Tuesday 7th April 2026 at 7.15pm

Present:

Cllr David Hall (Chair)
Cllr Pat Catt (Vice)
Cllr Richard Ash MBE
Cllr Sean Turner

Also, in attendance was the Deputy Clerk Amy Bush.

Reports from members of the public

There were no reports from members of the public.

1. Declarations of intention to record

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

2. Apologies and Absences

Apologies were received and duly noted for Cllr Selby and Cllr Kaushik.
Cllr English was absent from the meeting.

3. Declaration of Interests, Dispensations, Predetermination or Lobbying

None.

4. Signing of the minutes of the last meeting

The minutes of the meeting on 3rd February 2026 were agreed as a true record and signed by the Chairman.

5. Reports

- a) Office: None.
- b) Chairman: None.

6. Events (LGA1972 s145 (1) (a))

- a) Fireworks: The Committee discussed the management of the event and need for recruiting volunteers and sourcing better ticket scanning equipment. The Deputy Clerk to give a full report at the June meeting for consideration.
- b) Market on the Green: Cllr Hall noted the success of the first 2026 market.
- c) Christmas Tree light switch on: It was proposed to hold The Green event on Sunday 29th November and the Madginford event on Monday 30th November. This was agreed with all in favour pending confirmation with the school and Choir. A charity will be chosen at the next meeting.
- d) Summer book hunt: The committee agreed with all in favour to set aside £100 for book donations to other local scavenger hunts during the summer break. The Deputy Clerk to confirm details in June.
- e) Other event suggestions: None.
- f) Externally organised events:
 - i. Bearsted Fayre and Carnival: Office to continue to promote call for volunteers and advised the committee a slightly shorter route had been confirmed for the carnival.
 - ii. Classic Cars on The Green: No update.
 - iii. Music on The Green: No update.
 - iv. Open air cinema: Awaiting event plan from organiser.

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

- a) Newsletter items for Spring addition: Mynn Award winners, Rail update, Fayre volunteer poster, Cattle pen, Save the dates, Police surgery.
- b) Social media: Repost police surgery.
- c) Noticeboard: Cllr Hall to update boards this week. Prepare events calendar.
- d) Website: No updates.

8. APM Review

The committee discussed the evening noting the high attendance, well delivered content and excellent buffet provided by Fed. Table layout and use of bar area for food was discussed. This would improve seating provision and ease to view the presentation. It was agreed Councillors would be seated with guests in 2027.

The Deputy Clerk to review venues and obtain quotes for 2027 with maximum budget to include all expenses agreed at £1200 with all members in favour.

9. The Green licence review

The Deputy Clerk advised the period for comments had closed but no decision notice had been received. Once confirmed a guide to our licence arrangements will be produced to ensure all future events meet the criteria and obtain the correct additional licences when necessary.

10. Hazlett Theatre request

It was agreed with all in favour to provisionally approve the event for 21st August subject to licence decision. To offer the option for vending non-alcoholic refreshments if a Street Trading licence is obtained.

11. APM Format 2026

Covered by Committee during item 8.

12. Impact Provision Team

Cllr Turner highlighted the papers detailing activities planned at Madginford School by the Impact Provision Team. He asked the Committee if they felt subsidising the school holiday event could benefit local children in the absence of the Parish run scheme. The committee discussed the provision and suggested the events team should apply through the grants and donation scheme with clear details on the number of residents to benefit. Perhaps to include attendance figures for their Easter event. Cllr Catt to attend the school next week to observe the current event and report back to the committee.

13. Future Agenda items

Event updates.
Licence variation update.
Impact provision team feedback.
Fireworks management and ticketing plan.
Light switch details and confirming chosen charity.
Above standing items.

14. Date of next meeting, Tuesday 9th June 2026

There being no further business to transact, the meeting ended at 20.38 hrs.

Signed.....

Date.....