

BURGHFIELD PARISH COUNCIL

Clerk: Mrs Cally Morris
Burghfield Parish Council, PO Box 7381, Reading RG1 9XP
Tel: 0118 970 1754 Email: burghfieldclerk@gmail.com

NOTICE OF MEETING

You are requested to attend a meeting of the **Communications Committee** to be held in the village hall meeting room on:

Date: Thursday 20th February 2020 **Time:** 7.45pm
Place: Burghfield village hall meeting room

Cally Morris
Clerk to Burghfield Parish Council

- 1.01 To report, approve and record apologies for absence (and the reasons) from members of the Parish Council**
- 2.01 Declaration of any personal or financial interests**
In accordance with the requirements of the process for dealing with member's standards matters, to disclose and declare all personal or financial interests including those of a partner/spouse on any Agenda item (as recorded in the Register of Member's Financial and Other Interests form).
- 3.01 Applications for Dispensations**
To consider and grant any applications from members who may have a personal/financial interest in a specific matter under consideration.
- 4.01 Minutes of the last Meeting**
To approve the Minutes of the last meeting of the Committee held on 16th January 2020
- 5.01 Matters Arising on the Minutes**
- 6.01 Parish Newsletter**
 - i) To consider any additional articles for the next edition of the newsletter
- 8.01 Community events**
 - i) To receive an update in relation to the organisation of the VE Day Celebrations 2020 and determine further actions required
 - ii) To determine any action required for the provision of a parish council stall at the upcoming May Fayre 2020
 - iii) To confirm the name and date of the Green/Environmental Fair
 - iv) To determine the format for the Green Fair and actions required for its progression
 - v) To receive an update in relation to the organisation of the Community Sports Day on 5th July 2020 and determine actions required
 - vi) To receive an update in relation to the organisation of the Burghfield on Ice Christmas Event on 5th December 2020 and determine actions required
- 9.01 Environmental Initiatives**

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- i) To consider any proposals, or specific actions, for potential environmental initiatives

10.01 Matters for Future Discussion

11.01 Items for information Only