

BURGHFIELD PARISH COUNCIL COMMUNICATIONS COMMITTEE

Date: Thursday 17th September 2020 **Time:** 6.30pm
Place: Virtually via Zoom
Present: Mrs L Sharp (Chairman) Mrs A Gallagher
 Mrs J Ansell Mr T Ansell
 Mr N Morse Mr D Godwin

Attending: Clerk to the Parish Council
 1 member of the public

The Chairman opened the meeting by reiterating that questions from parishioners were at their discretion and that a total of 15 minutes would be allocated accordingly. No questions were raised by members of the public present. The chairman closed the floor to questions, reiterating that members of the public were present in an observational capacity only.

1.09 To report, approve and record apologies for absence (and the reasons) from members of the Parish Council

No apologies were presented.

2.09 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).

No Declarations were presented by members in attendance.

3.09 Applications for Dispensations

To consider and grant any applications from members who may have a personal/financial interest in a specific matter under consideration.

No applications were presented by members in attendance prior to the meeting.

4.09 Minutes of the last meeting of the Committee

The minutes of the last meeting of the Communications Committee held on 18 June 2020, having been circulated, were confirmed a correct record, and signed by the presiding Chairman.

5.09 Matters Arising on the Minutes

All items are being at the relevant point in the agenda.

6.09 Parish Newsletter

i) To consider the next edition of the newsletter, the articles within

Thanks were expressed to all members of the parish council who worked hard in ensuring the newsletter continued to be prepared and distributed throughout the lockdown period.

Allocation for obtaining the various articles is to be circulated to members accordingly. The following articles were discussed for inclusion in the next edition:

What3words, summer events held on the Common Recreation Ground, Gourmet Queens, Bagesha, Litter Wardens feature, Recreation Ground Maintenance, Wildflower sowing at the Hatch, Fencing at Auclum Green, Refurbishment of village hall, Skate park refurbishment works, proposed Remembrance Day Ceremony, Barber shop on Clayhill Road, Community Hub progression, Co-op, Tesco, Village Stores.

- ii) Confirm the production and distribution of the newsletter due to Covid safety rulings

The current timetable is to be moved by two weeks to enable the inclusion of Remembrance Day. All existing volunteers expressed their commitment in ensuring the next edition continues to be distributed.

7.09 **Communication Methods**

- i) To review the Communications Policy and determine any changes or modifications required

Members **resolved** unanimously to accept the policy as presented.

8.09 **Community Events**

- i) To confirm the schedule of any potential community events during 2021

Members present considered the proposed schedule of events for 2021. It was resolved to continue to plan for the events providing no financial commitment was required. The planning would enable the events to go ahead, government guidelines permitting.

Discussions are to be instigated with Mortimer Village Partnership and Mortimer Parish Council regarding their proposed VE Day Celebrations for May Bank Holiday weekend in 2021.

9.09 **Environmental Initiatives**

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

The committee determined that parishioners are to be reminded that email copies of the newsletter were available as an alternative to print copies.

10.09 **To consider the development of an Emergency Plan**

The item was deferred to the next scheduled meeting due to time constraints.

11.06 **Matters for Future Discussion**

12.06 **Items for Information Only - No further items.**

Conclusion - The Chairman closed the meeting closed at 19.28pm