

BURGHFIELD PARISH COUNCIL

Clerk: Mrs Cally Morris

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NOTICE OF MEETING

You are summoned to attend a meeting of the **Communications Committee** for the transaction of business as set out in the Agenda below.

This meeting will be held in a virtual format in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panels Meetings) (England and Wales) Regulations 2020 ("the Regulations").

Date: Thursday 11th March 2021 **Time:** 6.30pm
Place: Virtually via Zoom
Meeting ID: 881 5313 8002 **Passcode:** 349926

Cally Morris
Clerk to Burghfield Parish Council

1.03 To report, approve and record apologies for absence (and reasons) from members

2.03 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).

3.03 Applications for Dispensations

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

4.03 Minutes of the last Meeting

To approve the Minutes of the last meeting of the Committee held on 18 November 2020

5.03 Clerks update

6.03 Parish Newsletter

- i) To consider the next edition of the newsletter and the articles within
- ii) Confirm the production and distribution of the next newsletter scheduled for June 2021

7.03 Communication Methods

- i) To give consideration to any improvements to communication the parish council could implement

8.03 Community events

- i) To discuss any potential community events during 2021
- ii) To determine an action plan for any potential events for 2021
- iii) To discuss the potential for Platinum Jubilee Celebrations

9.03 Environmental Initiatives

- i) To consider any proposals or specific actions in relation to any potential environmental initiatives

11.03 To receive an update in relation to specific action required in preparation of Operation London Bridge & Operation Forth Bridge

12.03 Matters for Future Discussion

13.03 Items for information Only