

BURGHFIELD PARISH COUNCIL

Clerk: Mrs Cally Morris

Burghfield Parish Council, PO Box 7381, Reading RG1 9XP

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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.

Date: Thursday 18th November 2021 **Time:** 7.00pm

Place: Burghfield Village Hall, Recreation Road, Burghfield (West Wing)

Cally Morris

Clerk to Burghfield Parish Council

1.1121 To report, approve and record apologies for absence (and reasons) from members

2.1121 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).

3.1121 Applications for Dispensations

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

4.1121 Minutes of the last Meeting

To approve the Minutes of the last meeting of the Committee held on 14th October 2021

5.1121 Clerks update

6.1121 Parish Newsletter

i) To review the articles submitted for the December edition

7.1121 Communication Methods

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

8.1121 Community events

i) To discuss The Queen's Platinum Jubilee Beacon 2nd June 2022

ii) To determine an action plan for any potential events for 2022

9.1121 Environmental Initiatives

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

10.1121 Matters for Future Discussion

11.1121 Items for information Only