

# BURGHFIELD PARISH COUNCIL

## Minutes of the Communications Committee Meeting

**Date:** Thursday 14<sup>th</sup> April 2022 **Time:** 7.00pm

**Place:** West Wing, Burghfield Village Hall, Recreation Road, Burghfield

**Present:** Cllr L Sharp (Chairman) Cllr A Gallagher  
Cllr N Morse Cllr T Ansell  
Cllr J Ansell Cllr B Neilson

**Attending:** Assistant Clerk to the Parish Council

*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.*

**1.0422 To report, approve and record apologies for absence (and the reasons) from members of the Parish Council**

There were no apologies for absence, all members were present.

**2.0422 Declaration of any personal or financial interests**

No Declarations were presented by members in attendance.

**3.0422 Applications for Dispensations**

No applications were presented by members in attendance.

**4.0422 Minutes of the last meeting of the Committee**

The minutes of the last meeting of the Communications Committee held on 27<sup>th</sup> January 2022, having been circulated, were confirmed a correct record, and signed by the presiding Chairman.

**5.0422 Clerks update:**

All items are being dealt with at the relevant points on the agenda.

**6.0422 Parish Newsletter**

i) To consider articles for the June edition of the newsletter

The next newsletter is scheduled for distribution w/c 6th June. The following articles were considered for inclusion in the June edition of the newsletter:

- Community Sports Day advertisement
- Community Hero Winners & nominations for September
- May Fayre article
- Annual Parish Meeting
- Parish Council achievements
- Parish Councillor Vacancies
- Burghfield On Ice stall holder requests
- Allotment surgery overview

**7.0422 Community Hero**

i) To receive the nominations received for the Community Hero Award, June 2022

Resolved: To award both nominations received with the Community Hero award. An article is to be included in the next newsletter. Nominations for the award will be requested quarterly and advertised accordingly.

**8.0422 Community Events**

i) To review and confirm any actions for Community Sports Day

An action list was circulated to members accordingly for their review.

- Additional activities around the field
- Picnics
- Refreshments from the pavilion hatch and ice cream van

- Races to include a 'dog race'

ii) To determine the schedule of actions for Burghfield On Ice

Members reviewed the quotations for the ice and snow globe:

Resolved: Proposed by Cllr T Ansell, seconded by Cllr A Gallagher and resolved unanimously to book the 20m x 10m rink and giant snow globe accordingly.

9.0422

**Review the Parish Council website and accessibility**

Members were updated of the need for the parish council website to move servers, some temporary disruption to access is to be expected.

Members were informed that some users were having trouble locating documents and information on the website. A quote to add a search function is to be sought for presentation at the next meeting.

10.0422

**Environmental Initiatives**

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

An article to be included in the newsletter following the installation of IBC's at the allotments.

11.0422

**Matters for Future Discussion**

Continue to promote and share the work undertaken by the Parish Council

12.0422

**Items for information Only** – No further items

**Conclusion** - The Chairman closed the meeting at 8.10pm