

BURGHFIELD PARISH COUNCIL

Clerk: Mrs Cally Morris

Burghfield Parish Council, PO Box 7381, Reading RG1 9XP
Tel: 0118 9831748 Email: enquiries@burghfieldparishcouncil.gov.uk

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 14th March 2024 **Time:** 6.30pm

Place: West Wing Committee Room, Burghfield Village Hall

Cally Morris

Clerk to Burghfield Parish Council

1.0324 To report, approve and record apologies for absence (and reasons) from members

2.0324 Declaration of any personal or financial interests & Applications for Dispensations

3.0324 Minutes of the last Meeting

- i) To approve the Minutes of the last meeting of the Committee held on 8 February 2024

4.0324 To receive a report and determine any actions required for upcoming Community events

- i) Community Sports Day – Sunday 7th July
- ii) To give consideration to any other community events and any action required
 - a) Skate park fundraising
 - b) Meet your councillors
 - c) Film afternoon/evening
 - d) The Big Lunch

5.0324 Parish Consultations

- i) To receive an update regarding alternative distribution methods for the parish newsletter
- ii) To receive an update on the development of the NDP document

6.0324 Parish Council website

- i) To review the report to update the parish council website

7.0324 Items for information Only

Close of meeting