

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 & Events Committee** for the transaction of business as set out in the Agenda below.

Date: Thursday 9th May 2024 **Time:** 7.00pm
Place: West Wing Committee Room, Burghfield Village Hall

Cally Morris
Clerk to Burghfield Parish Council

1.0524 To report, approve and record apologies for absence (and reasons) from members

2.0524 Declaration of any personal or financial interests & Applications for Dispensations

3.0524 Minutes of the last Meeting

- i) To approve the Minutes of the last meeting of the Committee held on 18 April 2024

4.0524 To receive a report and determine any actions required for Community events 2024

- i) May Fayre – Sunday 12 May
- ii) Meet Your Councillors / APM – Thursday 23 May
- iii) Family Film Afternoon – Wednesday 29 May
- iv) Big Lunch – Friday 31 May
- v) Community Sports Day – Sunday 7 July
- vi) Macmillan Coffee Morning – Friday 27 September
- vii) Burghfield on Ice – Friday 29 & Saturday 30 November

5.0524 Parish Newsletter

- i) To receive a report on the status of newsletter distribution

6.0524 Parish Consultations

- ii) To receive an update on the development of the NDP document

7.0524 Parish Council website

- i) To receive a report on the upgrade of the parish council website

8.0524 Items for information Only

Close of meeting