

BURGHFIELD PARISH COUNCIL

Minutes of the Communications & Events Committee Meeting

Date: Thursday 11th July 2024 **Time:** 7.00pm

Place: Burghfield Village Hall, Recreation Road, Burghfield

Present: Cllr L Sharp (Chairman) Cllr N Morse
Cllr R Thorrington Cllr D Selway
Cllr L Watts Cllr I Macfarlane
Cllr B Neilson Cllr Neilson.

Present: Support and Communications Officer, Parish Clerk

1.0724 To report, approve and record apologies for absence (and the reasons) from members of the Parish Council

Apologies for absence were noted and received for Cllr Gallagher.

2.0724 Declaration of any personal or financial interests & Applications for Dispensations

No Declarations of either a personal or pecuniary interest, or applications for dispensations were presented by members present.

3.0724 Minutes of the last meeting of the Committee

The minutes of the Communications Committee held on 13 June 2024, having been circulated, were signed as a correct record.

4.0724 To review community events held previously

i) Community Sports Day – Sunday 7 July

Members discussed the success of the parish council sports day. Despite the weather the day was a huge success with extremely positive feedback. Thanks were expressed to members who assisted at the Sports Day and to the staffing team who facilitated the success of the event.

Members expressed disappointment at Burghfield Football Club not attending due to the weather particularly as all other providers had attended despite the weather.

A request was presented for investigations as to whether local companies could offer donations to assist in the provision of any elements required for the successful running of the event.

Resolved: the following items were confirmed to be obtained for 2025:

Bucking Bronco, Larger slide, Assault course, Wipeout, Pump track and a toddler soft play area.

Resolved: The following races are to be scheduled as part of the races:

Tennis racket & Ball, dribbling of football, obstacle course, bean bag balance, family relay and sack races.

5.0724 To determine any actions required for community events scheduled for 2024

i) Macmillan Coffee Morning – Friday 27th September

Members were requested to initiate the collection of raffle donations in preparation for the event. A request is to be presented for volunteers are to be obtained to assist at the event.

ii) Burghfield on Ice – Friday 29th & Saturday 30th November

Members were advised event preparation was underway, with 9 stallholders booked already. Members were advised of the revised layout in the hall to enable Café B to operate as part of the Friday evening.

iii) Community Garage Sales

Resolved: That further investigations are to be undertaken to instigate a Spring Clean event in April. Advice is to be sought from other parish councils who have successfully held garage sales.

6.0724 Parish Council website

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

The Support & Communications officer updated members, providing a live demo of work to date with an expected launch date of late July.

Members discussed the potential redesign of the Parish Council logo. A Facebook post is to be devised asking people what Burghfield means to them in 3 words. The local schools are to then to be asked to submit ideas and drawings for the redesign via a competition.

7.0724 Environment & Sustainability

i) To receive a report regarding environmental work in the parish and plan future projects impact to reduce BPC's carbon footprint and promote sustainability

No further items were identified.

8.0724 Finance

i) To receive and income and expenditure report

Members received a report advising the costs of Community events to date.

8.0724 Items for information Only

No further items were identified.

Conclusion - The Chairman closed the meeting at 20.01pm