

WADHURST PARISH COUNCIL

COMMUNICATIONS AND COMMUNITY LIAISON COMMITTEE MEETING MINUTES

Minutes of the Communications and Community Liaison Committee of Wadhurst Parish Council meeting held at the Pavilion, Sparrows Green Recreation Ground, South View Road, Wadhurst, TN5 6TW, on Thursday 27th October 2022 at 7.30 pm.

Present: Cllr Smith (Chair), Cllr P Moore and Cllr C Moore.
No members of the public present.

MINUTES

1. To receive apologies and reasons for absence.
None received
2. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.
None
3. Public Forum – time limit 15 minutes.
Not applicable
4. *Note: the minutes of the previous meeting were preciously approved at full council*
5. To consider, and approve if appropriate, which agenda items are sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of the Public Bodies (admissions to meetings) Act 1960.
None
6. To determine matters arising from the previous minutes for updating and noting.
None
7. Items for decision and allocation of resources, if necessary.
 - 7.1 To discuss communications as a whole, and consider improvements for communications with parishioners.
Members considered the current methods of communications and how these could be improved. It was agreed that the current website, Facebook, Twitter and Instagram arrangements were working well.
*It was suggested that a digital display noticeboard in a prominent High Street business would be able to reach many people. **Action:** Clerk to contact Jempsons to see if this is something they would consider. **Resolved:** as proposed by Cllr Smith, seconded by Cllr C Moore and reached unanimous approval it was agreed to propose for full council to agree a budget of up to £2000 for a new digital display noticeboard.*
*The old 'Neighbourhood Plan' noticeboard really needs replacing too. **Resolved:** as proposed by Cllr Smith, seconded by Cllr C Moore and reached unanimous approval it was agreed to propose for full council to agree a budget of up to £1500 for a replacement noticeboard.*
*Members also considered how to reach out to residents who may not visit the High Street. **Action:** Clerk to make enquiries with Carillon Cottage to see if they have any ideas.*
*Cllr P Moore advised that some residents were not aware of the timings for the Remembrance Parade and suggested that we arrange for some signage in advance of the event. **Resolved:** as proposed by Cllr P Moore, seconded by Cllr C Moore and reached unanimous approval, recommend to full council to approve a budget of up to £100 for boards to promote the Remembrance Sunday service. **Action:** Clerk to speak with Signs of Style to see if they could produce the signs in time.*
 - 7.2 Communications and Community liaison budget for 2023-2024
*Members considered setting a budget for community events for next year. **Resolved:** as proposed by Cllr C Moore, seconded by Cllr Smith and reached unanimous approval, to recommend to full council to approve a new budget code for Community Events; to include £5,000 for the Kings Coronation and £3000 for other events. **Action:** Clerk to dd to budget setting spreadsheet.*

Members agree to consider agenda items 7.3 and 7.4 together.

7.3 Christmas Late Night Shopping Event budget

7.4 Christmas lights – communication from East Sussex Highways

Cllr C Moore updated members that the Wadhurst Warriors had agreed to put up the Christmas lights, Cllr Gadd was arranging the Christmas Shopping Events, Jemma Pantry was arranging the grotto and activity trail.

It was suggested that the parish council purchase stand-alone picket fencing that could be placed around the Christmas tree (and then used for other events too).

Cllr C Moore advised that recent correspondence from East Sussex Highways suggested that we may need to apply (and pay for) licenses to put up the Christmas lights and pay for the use of a licensed cherry picker. Also, some of the lights may need repairs and some timers may need to be purchased.

Resolved: *as proposed by Cllr C Moore, seconded by Cllr Smith and reached unanimous approval to recommend to full council to approve expenditure of up to £1000 for picket fencing, up to £300 for grotto and activity trail items and £2,500 for the Christmas lights.*

*Members agreed to add a budget code of £5,000 for Christmas events to the next budget. **Action:** Clerk to update budget setting spreadsheet.*

7.5 Kings Coronation (budget and event)

As considered at agenda item 7.2.

7.6 Wadhurst Business Association

Deferred: *consider next spring*

7.7 Annual parish assembly budget and format

*Members were advised that the next annual parish assembly could take place between 1st March and 1st June 2023. The elections would be held on 4th May 2023, and prior to this there would be a period of purdah, so would need to avoid this. **Action:** Clerk to find out dates of purdah then add suitable date for annual parish assembly to next year's meeting schedule.*

7.8 The Future of Our High Street Event – follow up

Deferred: *consider this for next spring*

7.9 Broadband at the Pavilion – to consider a new package with more efficient internet access.

Resolved: *as proposed by Cllr C Moore, seconded by Cllr Smith and reached unanimous approval it was agreed to stay with British Telecom and change the package to fibre at a cost of £39.99 per month (which is a reduction on the current price). **Action:** Clerk to contact BT to make the arrangements.*

8. Items for discussion

Non

9. Items for noting only

9.1 To note spend to date against budget

Noted

9.2 Any community issues

None

10. Urgent issues at the discretion of the Chair for noting or inclusion on future agenda.

None

Meeting closed: 2028 hours