

Minutes of the Community Engagement Committee Meeting held on 29 June 2023

at 7.30 pm at the Parish Office

Present: Cllrs A Chapman, B Hallett and P Sutton

In attendance: Ms M Harper (Clerk) and Cllr G Chapman

23/24.01 Election of Chairman

Cllr Hallett was nominated to be Chairman by Cllr A Chapman and seconded by Cllr Sutton. As there were no more nominations, Cllr Hallett was elected unopposed.

RESOLVED: that Cllr Hallett was elected to be Chairman of the Community Engagement Committee.

23/24.02 Election of Vice Chairman

This item was deferred

23/24.03 Apologies for absence

Cllrs Berlyn and Naggs

23/24.04 Declarations of Interest

Members were required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time. Members have dispensation to discuss and vote in respect of matters relating to the Precept and the DCA.

There were no declarations of interest

23/24.05 Public Question Time

There were no members of the public present

23/24.06 To approve Minutes of the Community Engagement and Health & Wellbeing Committee meeting held 19 April 2023

RESOLVED: that the minutes of Community Engagement and Health & Wellbeing Committee held 19 April 2023 be approved and signed as a true record

23/24.07 Actions from the Minutes

The actions were noted and it was advised that the footpath map container at Runsell Green was damaged

23/24.08 Review Strategic Plan

It was agreed to remove references to the Electrical Charging Points

23/24.09 Review Terms of Reference

RESOLVED: that the Terms of Reference be recommended to Parish Council for adoption, proposed by Cllr Hallett and seconded by Cllr Sutton, all agreed

23/24.10 School Visits 2023

Cllr Hallett provided an update on the recent visit to Danbury Park on 19 June and noted that Heathcotes had invited a representative to attend their careers week in March 2024

23/24.11 The Danbury Times

The latest edition of the Danbury Times had been published and delivered. The next edition was due to be published in November and preparation would commence in September

23/24.12 Events

23/24.12.1 The coronation event was reviewed and it was agreed that a similar, smaller event would be held during June 2024. The Clerk will bring a project plan to the next meeting. Cllr Sutton highlighted the new Martyn’s Law being debated at the present time by the Government and the Clerk will look into the effects of this on the council

23/24.12.2 The Clerk advised that the reindeer and children entertainment was booked for the Christmas Fete on 25 November and that a band was being looked into to lead the carols at the lighting of the tree on 1 December. The Clerk will bring a project plan to the next meeting

23/24.12.3 RESOLVED: that the staffing required to undertake the events and initiatives agreed would be referred to the Resources Committee, proposed by Cllr Sutton and seconded by Cllr Hallett, all agreed

23/24.13 Community Woodland

Cllr G Chapman updated the committee on the Community Woodland. The Woodland needs volunteers to help with managing such as large area, especially the burnt section; 50 whips had been replanted using the P3 Group and the grounds contractor had been employed to carry out some additional works. It was suggested that The Conservation Volunteers who assist with the ponds be approached.

23/24.14 Coronation Event Volunteers

It was agreed that a ‘cheese & wine’ evening would be held to thank residents who volunteer for parish council related activities on Friday 21 July at 7.30pm in the Dawson Suite. The Clerk will send invites to those who helped at the Coronation Fete, Litter-pickers and P3 Group

23/14.15 Website

It was agreed to create a website working party for review of potential companies to carry out the design of the website. Cllrs Hallett and A Chapman volunteered

23/24.16 Future Planning

A Health & Wellbeing Event has been planned for Saturday 14 October

23/24.17 Community Communication

Cllr Hallett will write a report on the school’s visits for publication in the Danbury Times, volunteers would be requested for the Community Woodland in conjunction with The Conservation Volunteer Group and ‘Save the Date’ information would be posted for the Christmas events

23/24.18 Matters for Report (for information only)

There were no matters for report

23/24.19 Dates of next meeting

Wednesday 6 September 2023 at 7.30pm

There being no further business the Chairman closed the meeting at 8.40pm.

Chairman

Date