

Minutes of the Community Engagement Committee meeting  
held on 10 February 2025 at 7.30 pm at the Parish Office

Present: Cllrs Berlyn, A Chapman, G Chapman, Hallett (Chair), Hessing, Naggs, Rasiule and Sutton

In attendance: M Harper (Clerk)

**24/25.51 Apologies for absence**

None

**24/25.52 Declarations of Interest**

Members are 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.

There were no declarations of interest

**24/25.53 Public Question Time**

Members of the public are invited to address the Council, give their views and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 5 minutes. Members of the public should address their representation through the Chairman of the meeting.

There were no comments

**24/25.54 To approve Minutes of the Community Engagement Committee meeting held 21 October 2024**

RESOLVED: that the minutes of the Community Engagement Committee meeting held 21 October 2024 be approved and signed as a true record, proposed by Cllr A Chapman and seconded by Cllr Hessing, all agreed

**24/25.55 Actions from the Minutes**

The actions were noted

**24/25.56 Events**

24/25.56.1 RESOLVED: that the operational plan for the Easter Fete be approved, proposed by Cllr Berlyn and seconded by Cllr Rasiule, all agreed

24/25.56.2 It was agreed that the suggestions for the Summer Fete to be held 5 July 2025 be costed and the operational plan brought back to Committee for approval

24/25.56.3 It was agreed that the suggestions for the Halloween Fete be costed and the operational plan brought back to Committee for approval

24/25.56.4 It was agreed that the suggestions for the Christmas Fete be costed and the operational plan brought back to Committee for approval

**24/25.57 Engagement with Schools**

24/24.57.1 Cllr Hallett advised that she was waiting for the schools to respond regarding the school visits for 2025

24/25.57.2 It was agreed to hold a Christmas Card design competition; Cllr Sutton will liaise with the schools to determine if this should be run in conjunction with the schools or independently by the committee. The Clerk was asked to determine costs and dates from the printer

**24/25.58 Remembrance Parade**

Following discussion the Clerk was asked to contact St John the Baptist Church, the Schouts and other organisations who lay wreaths if they would be willing to contribute to the cost of training volunteers and hiring of necessary equipment to enable the road closure to go ahead. The Clerk was asked to advertise for potential volunteers to undertake the Street Works training and commit to attending the parade

**24/25.59 Donation to Salvation Army**

RESOLVED: to donate £100.00 to the Salvation Army in respect of the Carols at the Christmas Tree event, proposed by Cllr Berlyn and seconded by Cllr Hessing, all agreed

**24/25.60 Covid Memorial Day – 9 March 2025**

It was agreed that Covid Memorial Day would be advertised on the Council Facebook page

**24/25.61 80<sup>th</sup> VE Day – 8 May 2025**

RESOLVED: that no event would be arranged but local events would be advertised on the Council Facebook page if made available, proposed by Cllr A Chapman and seconded by Cllr Naggs, all agreed

**24/25.62 Pop Up Banner**

RESOLVED: that two banners would be purchased at a cost of £35.99 each, the Clerk will produce designs to be agreed by members, proposed by Cllr Berlyn and seconded by Cllr Rasiule, all agreed

**24/25.63 Public Meeting**

Following discussion the guidelines for public meetings as circulated were agreed and would be made available to members before a public meeting.

RESOLVED: to request the Resources Committee release up to £3,000 for the purchase of a audio visual equipment for use at the Leisure Centre for public meetings, proposed by Cllr Berlyn and seconded by Cllr Hessing, agreed

**24/25.64 Community Communication**

Covid Memorial Day and 80<sup>th</sup> VE Day would be advertised

**24/25.65 Matters for Report (for information only)**

Cllr Hessing thanked councillors and volunteers for delivering leaflets and noted that there were more leaflets in the office

Cllr G Chapman advised that the gate on Footpath 17 has been installed

**24/25.66 Dates of next meeting**

Monday 12 May 2025 at 7.30pm

There being no further business the Chairman closed the meeting at 9.10pm.

Chairman .....

Date .....