

# KESSINGLAND PARISH COUNCIL



## Minutes of the Events & Communications Committee 6.00pm on Tuesday 25<sup>th</sup> January 2022 held in the Council Chamber, Marram Green

**Members present:** Cllrs D. Boyle, C. Cook, C. Gower & J. McLean.

**Other Cllrs in attendance:** None

**Others present:** None

**Clerk to the Meeting:** N. Coleby (Clerk)

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### MINUTES

#### 110. Welcome

The Chair welcomed everyone to the meeting and explained the meeting protocols.

#### 111. Apologies for Absence

Apologies for absence were received from Cllr Auger-Forbes. Acceptance was proposed by Cllr Cook, seconded by Cllr Gower with all in favour.

#### 112. Declarations of Interest

There were no declarations of interest on items on the agenda and no written requests had been received. There were no existing grants of dispensations for Disclosable Pecuniary Interests.

#### 113. Minutes of the Previous Meeting

Cllr Gower proposed that the minutes of the Events & Communications Committee meetings that were held on 25<sup>th</sup> November be adopted as an accurate record of the meeting. This was seconded by Cllr McLean with all in favour.

#### 114. Public Forum

There had been no comments received from the public.

#### 115. Reports from Sub-Committees & Working Groups

115.1 It was reported that the first session of the Youth Café that was held after Christmas was quiet but the following session was better attended. The session was attended by older teenage girls who stayed and joined in the activities and helped set up the equipment and clear away. It was noted that the deputy clerk has registered a number of volunteers for DBS checks and a further volunteer requires one. There should be a reminder sent out before the days the sessions are held as well as on the poster so the young people and the volunteers are aware of when the sessions are on. A Facebook Messenger group will be set up for volunteers to check who is able to attend and keep them informed. It was agreed to have a formal quarterly youth club sub-committee meeting. The discussion regarding the potential of moving the wifi took Kessingland Parish Council, First Floor, Marram Green, Hall Road, Kessingland, NR33 7AH

place but it was felt that at the moment it is still in the best location because the council may not be able to have a contract on leased premises.

- 115.2 The committee discussed the Queens Jubilee and felt that it would be a good idea to speak to KEG to suggest that the meetings that are held between now and the Queens Jubilee are focused on the organisation and planning of the event, with the first meeting being held on Monday 7<sup>th</sup> February at 6pm. It was agreed that the Clerk will send out invitations to everyone on KEG and the Queens Jubilee Mailchimp databases and invite them to the meeting.

## 116. Kessingland Events Group

- 116.1 It was noted that KEG met on the 10<sup>th</sup> January 2022. The representation at the meeting came from the parish council, the KSSC and the Co-Op. The Christmas events were reviewed and felt to have been extremely successful. The initial two months of the 2022 calendar were considered and some events cancelled or re-organised. It was noted that the KEG attendance has dwindled and that involvement of the wider community is important for the success of events in Kessingland. It may be that KEG attendees cannot attend all meetings as they are monthly at present (due to the preparations for the Jubilee) however this will reduce once the Jubilee has been celebrated.

## 117. Christmas Events

- 117.1 It was noted that there has been really positive feedback regarding the Christmas Events organised by KEG and the parish council. The tree lighting with brass band and carols was well attended as was the craft fayre following on from it. This year is the first year that the event had taken place since the pandemic, and it was noted that at the KSSC the positioning of everything could have done with additional thought. The KSSC have proposed that in future if the choir and the brass band are attending that they be positioned on the stage so they are more visibly seen and heard. The baubles with messages also went down very well with the community. The reduced Santa route was successful with the longer stops where people could come and see the sleigh etc. The Grotto was really well attended and the booking system worked well although there were some teething errors. The Window decoration competition was ok but it has been proposed that it should be extended to include front gardens and house fronts as there are a lot of properties in the village which does this and it would allow more entries to the competition and recognise the communities Christmas decoration skills. Letters to Santa had been very successful however letters had been received from outside the parish. It was noted that this might be because there are children who attend the primary school here who come from neighbouring parishes. It was noted that we could possibly work with the school to get Santa's replies to the children.

## 118. Events Calendar 2022

- 118.1 The committee discussed the events calendar up until the Queens Jubilee celebrations and felt that the number of events need to be slimmed down to ensure the jubilee organisation is successful. It was agreed to only have the Holocaust wreath laying event, Mothers Day coffee morning, which would raise money for guide dogs, and the Easter events. All other events will be postponed until next year. Cllr Boyle proposed postponing the Kessingland Olympics until next year, this was seconded by Cllr McLean with all in favour. Cllr McLean proposed that the Random act of Kindness is postponed until next year. This was seconded by Cllr Cook with all in favour. It was agreed to speak to KSSC about whether it would be best to hold just the easter egg hunt this year and not the trail. If the KSSC are still planning on holding the easter egg hunt the council would support it.

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## 119. Communications

### 119.1 General Communication Matters

It was agreed that Cllr McLean and the Clerk will work together to produce a KPC insert for the East Suffolk Council Tax mailing.

### 119.2 Newsletter

It was noted that the printed December newsletter has been positively received and that the Spar and the Co-op had both had to be re-supplied because of demand. There had been comments from people who have not got the internet who aren't able to access the Village News online. It was felt that it would be too cumbersome to deliver to individuals however we would look at printing 20 copies that would go into the same locations that were used for the December issue as a read only copy. If these all go then there will be no additional print.

### 119.3 Website

It was noted that progress on the new Website is slow however a meeting will be organised ASAP to progress this item. It was agreed to raise the progress on the website at the next parish council meeting.

### 119.4 Social Media

It was noted that Facebook remains the council's main Social Media platform and regular postings to our page and other Kessingland related pages is ongoing.

## 120. Date of Next Meeting

It was noted that the next meeting is scheduled 6pm on Tuesday 22nd February 2022.

## 121. Items for the next agenda

It was noted that items for the next agenda need to be received by 5pm, Wednesday 9<sup>th</sup> February 2022.

## 122. Exclusion of the Press & Public.

As there were no matters on the agenda in this section there was no need to exclude the Press and Public

## 123. Close of meeting

Meeting closed at 7.15pm.