

KESSINGLAND PARISH COUNCIL



Minutes of the
Events & Communications Committee
6.00pm on Tuesday 22nd November 2022
held in the Council Chamber, Marram Green

Members present: Cllrs D. Boyle, C. Cook (Chair), and J. McLean

Other Cllrs in attendance: None

Others present: None

Clerk to the Meeting: N. Coleby (Clerk)

67. **Welcome**

Cllr Cook welcomed everyone to the meeting and noted the meetings protocol.

68. **Apologies for Absence**

Apologies for absence were noted from Cllr Truman. Cllr McLean proposed acceptance and Cllr Boyle seconded with all in favour.

69. **Declarations of Interest**

There were no Declarations of Disclosable Pecuniary and Non-Pecuniary Interests from Councillors on items on the agenda and to note that there are no written requests and grants of dispensations for Disclosable Pecuniary Interests.

70. **Minutes of the Previous Meeting**

The minutes from the previous meeting had been circulated. Cllr McLean proposed adoption as a true and accurate record. This was seconded by Cllr Boyle with all in favour.

71. **Public Forum**

There were no members of the public present and no comments had been received.

72. **Report from Youth Sub-Committee**

Councillors noted the report from the Youth Sub-Committee.

73. **Kessingland Events Group**

The KEG had mainly consisted of finalising details for Hallowe'en and Christmas. The main concentration for early 2023 would be Easter and the Coronation unless there were any events which other KEG members may have that need promotion or help.

74. **Upcoming Events**

74.1 **Christmas**

74.1.1 **Post Box.** Cllr McLean is working on the reply packages and it was proposed by Cllr Boyle and seconded by Cllr McLean that £50 be

budget for chocolate coins to go into the packages. This was passed with all in favour.

- 74.1.2 Tree Lighting. Song Sheets had been compiled with help from the Church to ensure that all the verses included matched and these would be printed by the council. It was agreed that there would be no sweets for the tree lighting as there would be follow on events. It was noted that the message baubles would go to Linda Hood at the school for distribution so that they were ready for the switch on. The switch on would be down by two members of the school council.
- 74.1.3 Reindeer Food. As with previous years Reindeer food would be handed out as Santa's float toured the village. A £50 budget for oats and edible glitter was proposed by Cllr McLean and seconded by Cllr Boyle with all in favour.
- 74.1.4 Goody bags/Float. It was proposed that along with the Reindeer Food, goody bags would be handed out to children as the float toured the village. It was proposed to purchase a bulk box of individually packeted sweets as well as red plastic table clothes for the float with a maximum budget of £100 by Cllr McLean, this was seconded by Cllr Boyle with all in favour.
- 74.1.5 Grotto. As with previous years it was proposed that the council budget £150 for selection boxes for Santa to give to young visitors to the Grotto. Where possible donations and discounts would be sought.
- 74.1.6 Gift Baskets. It was agreed that the prizes for the best Christmas decorated house and gardens would be gift baskets of season treats as in previous years. In addition the council would also do Christmas/Holiday baskets for the three Ukrainian families in the village. A budget of £75 for each of the two sets was proposed by Cllr Boyle and seconded by Cllr McLean

75 Communications

- 75.1 Website. It was noted that the issues with the website have been sorted and that booking for the Christmas events had been set up on the website.
- 75.2 Newsletter. It was agreed to defer doing a printed copy of the newsletter until January. This would be distributed via locations rather than households so a run of about 500-600 is anticipated.
- 75.3 Social Media. At present the council Facebook page is linked to a councillor's email address. It was suggested that this would not be practical in the long term so it was proposed that a new Facebook page should be set up using the Council's admin email address. If this was done by early in the new year it would provide a period of about four months where visitors to the current Facebook page could be re-directed to the new Facebook page before the current Facebook page is shutdown. This was proposed by Cllr McLean, seconded by Cllr Cook with all in favour.

76 Date of Next Meeting

The next committee meeting will take place at 6.00pm on 24th January 2023 with the next KEG at 6.00pm on the 23rd January.

77 Items for the next agenda

It was noted that items for the next agenda need to be received by 5pm on the 12th January 2023.

78 Exclusion of the Press & Public.

There were no matters under this section of the agenda.

79 **Close of meeting**

Meeting closed at 6.55pm.