

KESSINGLAND PARISH COUNCIL



Minutes of the **Events & Communications Committee** **at 11am on Tuesday 24th October 2023** held in the Council Chamber, Marram Green

Members present: Councillors D. Boyle (Chair), C. Carter, J. McLean & L. Truman

Other Cllrs in attendance: None

Others present: None

Clerk to the Meeting: N. Coleby (Clerk) & D. Blowers (Admin/Committee Clerk)

69. Welcome

The Chair welcomed and explained the meeting protocol.

70. Apologies for Absence

Apologies for absence were received from Cllrs Cook & Graham. Acceptance was proposed by Cllr McLean and seconded by Cllr Truman with all in favour.

71. Declarations of Interest

There were no Declarations of Disclosable Pecuniary Other Registerable and Non-Registerable Interests from councillors on items on the Agenda and to note that there are no written requests for dispensations for Disclosable Pecuniary Interests. A dispensation has been granted to Cllrs McLean & Truman in respect of their roles as Friends of the Kessingland C of E Primary Academy.

72. Minutes of the Previous Meeting

Cllr Carter proposed that the minutes of the Events & Communications Committee meeting

be adopted as a true and accurate record of this meeting. This was seconded by Cllr Truman with all in favour.

73. Public Forum

There were no members of the public present in this meeting and no comments had been received prior to the meeting.

74. Report from Youth Sub-Committees

74.1 It was noted that interviews for the Youth Leader have taken place on 16th October 2023 and one position has been filled.

75. Kessingland Events Group

75.1 It was noted that a meeting has not taken place since the meeting on 4th September 2023. The next KEG meeting will be held on Monday 8th January 2024 at 6pm.

76. Upcoming Events

- 76.1 Councillors considered any upcoming events that may be held and budgets that may be needed within the next three months. The Halloween Disco/fancy dress voucher prize budget of £45 and the Christmas bauble competition prize budget of £90 was proposed by Cllr Boyle, seconded by Cllr Truman with all in favour. Cllr McLean proposed a maximum budget of £75 for the Santa boxes which was seconded by Cllr Truman with all in favour.
- 76.2 Other items considered for events later in the year included Remembrance and Holocaust memorials.

77 Communications

- 77.1 Website
It was noted that council is still looking for a website trainer with regards to providing training for staff.
- 77.2 Newsletter
Councillors received an update on the newsletter to say we are distributing more copies and the November edition is now being edited.
Social Media
- 77.3 It was noted that Cllr Boyle will arrange staff and councillor training on using social media and a date will soon be arranged.

78 Date of Next Meeting

The date for the next meeting is 11am, Tuesday 28th November 2023.

79 Items for the next agenda

It was noted that items for the next agenda need to be received by 5pm, 16th November 2023.

80 Exclusion of the Press & Public.

That is accordance with the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 (Sections 100 and 102), the public and press be excluded for the remaining items of business due to the confidential nature of the business to be transacted including contractual and personnel related matters.

There were no items in this section of the agenda.

81 Close of meeting

This meeting closed at 12 noon.

Events & Communications

I certify that these are accurate minutes of the above meeting as approved at a meeting of the Events and Communications Committee held on the

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Signed
Cllr D. Boyle,
Chair, Events & Communications Committee

Dated

