

Communications Group Meeting 23rd January 2020

1, Apologies – Zara Rawlinson, John perry

2, Minute approval: Minutes of last meeting approved

3.1 & 3.2, Councillor Declarations: No declarations of interest or granting of dispensation

4, Parish councillor emails: some are still having trouble, those people have been asked to go into the office and the Clerk will sort the issues out. Reminder to all councillors of this option. For example. C Walsh has two email addresses – has been asked to visit the office. Not fair for staff to be emailing and have no response.

5, Village update for Feb: Pieces to be sent to Caz by 30th January to collate and create update.

- Peter to do an article on VE Day. General info for the day, children's interest section, date, request for help.
- Pay back team
- Paddy to do an article on the Emerging local plan.
- David to do an article on Greener Staplehurst & Bio Blitz
- Elaine Symes Stay safe Staplehurst. (Paddy to ask Elaine to complete this article).
- Malcolm Buller Road safety group, headline figures of speeding through the village. (Paddy to ask Malcolm to complete)
- Jose Mens Shed article with photographs.
- Katy Higgins Christmas trees in the village.
- Mick upcoming events (Easter Etc)

6, Annual Parish Meeting 30th March 2020 a display needs to be created, Eric Hotson, John Perry, Paddy & Louise will all speak. We need to gather items to go on a board.

Residents often ask questions – Paddy's idea is to have Councillor 'speakers' from each group that can be referred to when residents ask questions.

We are asking for a report from each PC Sub Group which can go on the board.

7, Village Fete Display: use the display that will be used at the Annual Parish Meeting plus any extra's following this date.

8, Annual Report: will need to be put together for 13th April. Much assistance will come from the Parish Office. Each Councillor to complete a write up; idea to create a template for each councillor to ensure uniformity.

Example Template:

- Date appointed to Council.
- Years as a resident in the village
- Family
- Group Membership
- Projects completed over the last year
- Initiatives for the future.

CW to put together a template to be sent out to councillors.

9, AOB

Paddy: idea to have a statement on our Facebook, website or village update to say: Staplehurst Parish Council are non-discriminative and support all races, religions, political views. We are all encompassing and we welcome everyone.

Idea to create a logo and mission statement around inclusivity.

Create a small A5 flyer to be sent to all new home. To say something along the lines of: Staplehurst Parish Council welcome you to your new home and to our Village. Please feel free to come and visit us at any Parish Council meeting. We hope you enjoy your new home and look forward to meeting you soon. Include all contact details, Facebook page address.

Caz: idea of a “missing” group to be set up on Facebook. Following a missing child in the village. Give people the opportunity to check their area of the village for a missing person, animal, item etc and report on the group of any findings.

10, Next Meeting Date:

Thursday 13th February 2020