



Coxheath Parish Council Events and Communications Committee Meeting

Members are hereby summoned, and Notice is given that a meeting of the Events and Communication Committee will be held on Wednesday 22 April 2026 at 7pm in the Parish Council Office, Coxheath Village Hall. All meetings are open to the press and public.

Louise Goldsmith

Louise Goldsmith, Clerk to Coxheath Parish Council

16 April 2026

AGENDA

- 01/26 Administration**
Fire Exits, Fire Meeting Point, Mobile Phones, Intention to Record.
- 02/26 Apologies for absence, Declarations and Dispensations**
a) Apologies for absence
b) To receive Declarations of Interest in respect of matters contained in this agenda.
Disclosable Interests: Under the Localism Act 2011.
Other Significant Interests: Under the Code of Conduct adopted by the Parish Council.
Other Interests: not required to be disclosed under (a) and (b) but voluntary announcements made only for transparency reasons.
c) Requests for Dispensations.
- 03/26 Open Session**
- 04/26 Summer Event: 5 September 2026**
a) To discuss the format of the event
b) To discuss the arrangements for a band
c) To discuss the purchase of any equipment
d) Insurance requirements
e) To discuss the publicity for the event
- 05/26 Future Events**
a) Remembrance Service
b) Christmas Tree/Lights Switch On December 2026
- 06/26 Communication**
a) Social Media update
b) Website update
c) Parish Councillors Surgeries
- 07/26 Confidential Items**
- 08/26 Date of the Next Meeting:** Wednesday 15 July 2026 at 7pm

