



Working for the Community in Rotherfield, Mark Cross,
Eridge Green, Boarshead and surrounding areas

**MINUTES OF THE MEETING OF THE
COMMUNICATIONS AND SOCIAL MEDIA COMMITTEE
HELD ON TUESDAY 5TH APRIL 2022 AT 19:30
IN THE PARISH COUNCIL ROOM AT ROTHERFIELD VILLAGE HALL**

PRESENT

Cllr J Richardson – Chair
Cllr L Henrick

Cllr L Buck
Cllr A Martin

Cllr D Hiles
Cllr R Harris

COUNCILLORS ABSENT

ALSO PRESENT

Adam Hardy (Parish Clerk)

1. TO RECEIVE THE FOLLOWING: -

a Public Forum:

None

b Apologies for absence (LGA 1972 s85):

Apologies for absence had been received from Cllr P Beach, Cllr J Cahan &
Cllr B Johnstone

It was **RESOLVED** to accept the reasons for absence.

c Declaration of personal, prejudicial and disclosable pecuniary interests on items on the agenda, and updates to members' register of interests.

None

d To resolve that the Minutes of the Communication and Social Media Committee meeting held on 8th February 2022 be taken as read, confirmed as a correct record, and signed by the Committee Chair.

It was **RESOLVED** that the minutes were an accurate record and were signed by the Chair.

e Update regarding matters arising & action items from previous meetings:

- Cllr Richardson reported that there had been no attendance at the Saturday Drop-in-Surgeries. It was **AGREED** that we would resume these in June holding them once a quarter. The council would contact the following business to see if they would be willing to host: Courtyard Café, Deer Park Café, The Huntsman & Sussex Garden Centre. It was noted that the businesses were busy on Saturdays; other times should be considered. **Clerk** to approach businesses.

f) Receive committee financial report and agree any actions arising.

The committee noted the financial reports.

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2. TO CONSIDER INFORMATION AND MAKE DECISIONS ON ACTIONS AND EXPENDITURE AS REQUIRED REGARDING THE FOLLOWING ITEMS:

a) **Agree arrangements for the Summer 2022 "Micro" Newsletter..**

Cllr Richardson had circulated notes ahead of the meeting.

Cllr Richardson explained that the Micro Newsletter would contain a small update of council highlights and would run to only three pages. It was hoped that the newsletter could be published in late May early June. **Clerk** to approach RSM to start organising the newsletter.

b) **Receive update and make proposed resolutions from the Platinum Jubilee Working Party.**

Minutes of the Working Party Meetings had been circulated to councillors ahead of the meeting.

The Clerk reported that a request had been received from Mark Cross for an additional £500.00 to assist with celebrations and the planting of a Jubilee Tree. Councillors agreed that the jubilee budget had already been set and this included the planting of a single tree in the Parish Cemetery on behalf of the whole parish. The Recreation & Burial Committee are about to discuss provision of a new picnic bench for the Millennium Green at Mark Cross and agreed that a plaque could be placed on the bench marking the Platinum Jubilee. **Clerk** to communicate council's decision to Mark Cross Jubilee Working Party.

c) **Receive update on Annual Parish Meeting Arrangements.**

The following format for the event was agreed:

- Chairman's Welcome
- Afternoon Tea with councillors circulating and dealing with enquiries.

Clerk reported that he was having difficulty in getting a catering quote for the event but will approach some further businesses.

It was **RESOLVED** to display the usual A0 posters across the parish in a blue and white design. **Clerk** to contact Ian Adam's signs for a quote.

d) **Consider purchase of Telephone Box at Eridge Station for council/Sussex Community Rail Partnership (SCRIP) use.**

It was **RESOLVED** to purchase the Telephone Box at Eridge Station to be run and administered by SCRIP. **Clerk** to contact Openreach and arrange purchase. **Clerk** to inform Sharon at SCRIP that the purchase has been approved.

e) **Update and decisions regarding Rotherfield Walks project.**

Cllr Richardson shared a report with the committee ahead of the meeting. One member of the public addressed the committee.

It was **RESOLVED** that the website would be updated to include a page for the new parish walks to be available in digital format. **Clerk** to liaise with Terry and Nick to publish the new maps when ready.

It was **RESOLVED** to reserve up to £1,000.00 of the Community Engagement budget for the Parish Walks project this would include the commissioning of a new parish

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map for which the council would own the licence. **Clerk** to arrange commissioning on the recommendation and advice of Terry and Nick.

f) **Agree arrangements for Blooming Rotherfield 2022.**

Cllr Richardson had circulated a report ahead of the meeting.

Planting up has been arranged for the 29th May at Highgate. Flowers will be in red, white and blue. On the 4th June the day of the Jubilee Street Party individuals will be able to collect plants to plant up outside their houses. **Clerk** to contact local businesses and organisations to see if they would like to take part.

3. REPORTS IN RESPECT OF THE “EXCHANGE” AND “BOOK EXCHANGE”

No reports had been received and both kiosks are working well.

4. TO RECEIVE NOTICE OF THE DATE OF THE NEXT MEETING OF THIS COMMITTEE.

Tuesday 14th June 2022 at Rotherfield Village Hall Parish Council Room.

5. REPORT DETAILS OF ANY URGENT ISSUES FOR NOTING OR INCLUSION ON FUTURE AGENDA.

- Clerk reported that the 19th April Planning & Building Committee will feature an application for 10 Houses at the rear of St Peter's Mead. As this application is expected to generate a lot of public interest it is suggested the venue is changed from the Parish Council Room. **Clerk** to see if the Scout Hut is available.
- Cllr Buck reported that the Community Fibre Project has now reached 74% sign up.
- Cllr Buck asked if the Council would be willing to sponsor a page in the program of the forthcoming production of My Fair Lady at the cost of £25. Cllr Buck declared an interest as Producer of the production. It was **RESOLVED** that the council would sponsor a page. **Clerk** to arrange payment for sponsorship.
- Clerk reported that East Sussex Highways had chased the council for documents relating to self-delivery of the Urban Cut. The Clerk has secured extra time for gathering of evidence and Cllrs Harris & Martin are following up with the contractor.
- Cllr Richardson asked for an update on the Jubilee Memories project to be on the next Communications & Social Media Committee agenda. **Clerk** to add item to the 14th June agenda for the meeting of this committee.

Meeting ended at: **20:45**

.....Chair.....Date