

CHALFONT ST PETER PARISH COUNCIL

Councillors are hereby summoned to attend a meeting of the **COMMS & PR COMMITTEE** to be held on Thursday 13th February 2025 in The Council Offices, Gravel Hill, Chalfont St Peter at **7pm**.



AGENDA

Cllr Vladar (Chair), Cllr Jha (Vice Chairman), Cllr Dale, Cllr Darby, Cllr Dickson, Cllr Longshaw, Cllr Nagra, Cllr Sahota and Cllr Shinner.

CHAIR WILL ISSUE INSTRUCTIONS REGARDING EMERGENCY FIRE EXITS IN THE EVENT OF FIRE

83 To receive apologies.

84 To receive declarations of interest.

85 To approve minutes from the previous meeting held on Thursday 14th November 2024.

86 To review action points from previous meetings:

8a **ACTION Cllr Sahota** SOCIAL MEDIA AND WEBSITE -To integrate social media content with the website when posting and when viewing website, a scrolling FB, Twitter and Insta feed to be live. Meeting booked for 1st March to discuss. **C'fwd**

11c **ACTION Cllr Sahota** WEBSITE - To review the website and look to make it more user friendly, meeting booked for 1st March to discuss. **C'fwd**.

35bi **ACTION Cllr Vladar** NATURE RESERVE ASBESTOS STATEMENT - To produce a statement to cover asbestos works in the Grazing field, to be used if required. **C'fwd**

64.i **ACTION Cllr Vladar** SOCIAL MEDIA - To add Cllr Jha to our social media as administrator. **COMPLETED**

65 **ACTION Cllr Dickson** VILLAGE WIDE SURVEY – To discuss content, agree and decide upon the creation of a village wide survey asking residents what their priorities for the coming year are and how to promote it. Ideally to be undertaken in the Autumn before budget setting for 2025/26.

To suggest questions and get input on questions from other Councillors by the 6th January 2025 to be shared in Newsletter in New Year (to send out on the second week in Jan 25) and on 130 years of PC event (on 24th Jan 25).

80. 130 YEARS of the PARISH COUNCIL CELEBRATION – Drop in event at the Council Office on Friday the 24th January 2025 (please note the date has been changed and this is the new date) 2-8pm with nibbles, drinks, old photos slides, first Minutes of the Council, village survey, invite all residents and All Councillors to attend. Budget already approved of £500.

ACTION APO – To invite Bucks Council Archive to provide a display of old photos, first Minutes, etc **COMPLETED**

52 EVENTS COMMS & PR COMMITTEE - To discuss and decide upon any action for the following events supported by Comms & PR:

VE DAY 80th Anniversary "A Shared Moment of Celebration" – Thursday 8th May 2025 7-10pm www.veday80.org.uk

ACTION Cllr Vladar - To provisionally book Nicky Fisher as entertainment **COMPLETED**

Cllr Vladar and Cllr Darby to be leads for this event

New Agenda Items:

87 PC CURRENT PROJECTS - To receive an update and make any necessary decisions on current PC projects:

- NATURE RESERVE
- CAPP

- ST PETER'S MEMORIAL GARDEN

88 REPORT SOCIAL MEDIA and WEBSITE USE (monthly) – To receive a recurring report on the usage of our website and social media posts and make any necessary changes to posting or input as required.

89 EVENTS COMMS & PR COMMITTEE - To discuss and decide upon any action for the following events supported by Comms & PR:

LOCAL ELECTIONS – Thursday, 1st May 2025 (Advertising and Promoting)

VE DAY 80th Anniversary “A Shared Moment of Celebration” – Thursday 8th May 2025 7-10pm
www.veday80.org.uk

Cllr Vlado and Cllr Darby to be leads for this event

INTERNATIONAL VOLUNTEERS DAY – resume in June 2025

FEAST DAY – Saturday, 28th June 2025

130 YEARS of THE PARISH COUNCIL – Postponed to Spring/ Summer 2025

REMEMBRANCE DAY PARADE – Sunday, 9th November 2025 at 2pm

FUN NIGHT – Friday, 5th December 2025 in the evening

MARIA TAYLOR CHRISTMAS CONCERT – Thursday, 11th December 2025 at 7pm

CHRISTMAS - Tree and Lights up before Fun Night on the Friday, 5th December 2025

COUNCILLOR SURGERIES – 3rd Saturday of the month 10am-12pm

90 FLOODING in THE VILLAGE UPDATE - to discuss and receive an update on Flooding and current situation.

91 NEWSLETTER - To discuss and agree items for next NEWSLETTER.

92 To review, discuss and make necessary changes to current Communications Strategy and Action Plan on the social media policy

93 To resolve that in view of the confidential nature of the business to be transacted it is advisable in the public interest, that the press and public be temporarily excluded, and they are instructed to withdraw (Public Bodies (Admissions to Meetings) Act 1960 s1)

Date of Next Meeting: Thursday, 17th April 2025 at 7pm