

# CHALFONT ST PETER PARISH COUNCIL



Councillors are hereby summoned to attend a meeting of the **COMMS & PR COMMITTEE** to be held on Thursday 17<sup>th</sup> April 2025 in the **Community Centre**, 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 13<sup>th</sup> February 2025.

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 1<sup>st</sup> 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 1<sup>st</sup> 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 COMPLETED Awaiting recent Survey report**

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 6<sup>th</sup> 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 24<sup>th</sup> Jan 25). C'fwd

80. 130 YEARS of the PARISH COUNCIL CELEBRATION – Drop in event postponed from January 2025. Budget approved of £500. **Display at Feast Day**. Discuss possible re-schedule.

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

VE DAY 80<sup>th</sup> Anniversary "A Shared Moment of Celebration" – Thursday 8<sup>th</sup> May 2025 7-10pm [www.veday80.org.uk](http://www.veday80.org.uk)

**ACTION Cllr Vladar** – Entertainment booked **COMPLETED**

Cllr Vladar and Cllr Darby to be leads for this event

### New Agenda Items:

94 PC AND OTHER LOCAL CURRENT PROJECTS - To receive an update and make any necessary decisions on current projects:

- NATURE RESERVE
- CAPP
- ST PETER'S MEMORIAL GARDEN

95 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.

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

LOCAL ELECTIONS – Thursday, 1<sup>st</sup> May 2025 (Advertising and Promoting)

VE DAY 80<sup>th</sup> Anniversary “A Shared Moment of Celebration” – Thursday 8<sup>th</sup> May 2025 7-10pm  
[www.veday80.org.uk](http://www.veday80.org.uk)

Cllr Vldar and Cllr Darby to be leads for this event

ANNUAL MEETING OF THE PARISH - Thursday, 22<sup>nd</sup> May 2025 (discuss and agree speaker, budget, location)

INTERNATIONAL VOLUNTEERS DAY – 2<sup>nd</sup>-8<sup>th</sup> June 2025 Volunteers week

FEAST DAY – Saturday, 28<sup>th</sup> June 2025

130 YEARS of THE PARISH COUNCIL – Postponed to Spring/ Summer 2025/ Feast Day (?)

REMEMBRANCE DAY PARADE – Sunday, 9<sup>th</sup> November 2025 at 2pm

FUN NIGHT – Friday, 5<sup>th</sup> December 2025 in the evening

MARIA TAYLOR CHRISTMAS CONCERT – Thursday, 11<sup>th</sup> December 2025 at 7pm

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

COUNCILLOR SURGERIES – 3<sup>rd</sup> Saturday of the month 10am-12pm

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

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

99 To discuss and agree Comms & PR Committee terms of reference.

100 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, 12<sup>th</sup> June 2025 at 7pm