

Burwash Parish Council

Community and Communications Working Party

These are the draft minutes for the Community and Communications Working Party meeting
which took place on Thursday March 3rd 19.00

Present: Cllr Fiona Hosein, Cllr Keith Lloyd, Cllr Brian Newman (Chair), Cllr Berry Wraight
Sylvie Franklin, Halina Keep

1. Apologies for Absence

Cllr Amy Mack, Cllr Dominie Mary-Stemp

2. Disclosures of Interest

None

3. Minutes from the previous meeting

Agreed at February Full Council Meeting

4. Updates:

A: Queen's Jubilee Plans

Commemorative Mugs - no further information

Shuttle bus between Burwash Common and Swan Meadow – no further information

Set up Progress Group on email/whats app

This has been set up.

It was agreed that those involved in organising events as part of the Queens Jubilee
Should be offered the opportunity to meet together at the end of March in order to
share progress and support

Action: Emma to invited groups who are involved to a meeting at the end of March. This is not a
Comms meeting but is being facilitated by the Parish Council.

Tree planting deadline

Information has been passed to Environment Group

B: How the Council presents itself

The Google Form is being developed by Fiona. It will need to be accessible to the public by w/c
7th March by which time the Newsletter should be delivered.

Fiona has agreed to collect and collate the results with help from Keith and Sylvie

C Bus shelter information point

No further action taken

5. Community Noticeboard

It was agreed that a temporary board should be provided until a more permanent board is
purchased. Berry has agreed (with the help of Mike!) to the painting and fixing of a suitable
board on the present site near the surgery.

Action: Emma to be asked to agree funding for the purchase of wood and paint to make and fix the board. Berry advises that the wood will cost £23 and that Mike has sufficient paint. Please contact Berry if it's ok to go ahead with this.

6 Spring Clean

Members of the BPFA have kindly offered to host the day, by opening up the Swan Meadow Pavilion and providing a base at which volunteers can meet, equipment can be distributed and refreshments made available. The day will start at 10am. As agreed for the earlier 'Love Burwash' day which had to be postponed, the Parish Council will make a donation to the BPFA to cover the cost of refreshments

Keith will liaise with members of the Weald and Common communities who wish to take part.

Brian will produce posters to be displayed in windows and public areas

Sam has offered to organise a sweep of the pavements and those who want to help in this way will be referred to him.

The cleaning and tidying of Bus Shelters will be included, but the provision of baskets and/or troughs will be delayed until the Jubilee Week

The school will be invited to consider asking the children to grow seeds at home and bring these to school when they have started to grow. The Council will then ask for volunteers to plant these below the Lime Trees.

Halina advised that the Horticultural Society had a discount card for the Cade Street Nursery which could be used to purchase flowers for the Lime Trees and perhaps elsewhere. *(An allocation of funding for flower planting was made in the 2021/2022 budget.)*

On previous events, Cllr Steve Moore and Mary offered to clean finger posts. Brian will contact them to see if they are willing to do so again.

The Recycling Area is, at the last inspection, relatively clear but it varies from time to time. If there are sufficient volunteers, we will need to borrow garden brooms.

Action: Sam: please note the meeting point and time for the Spring Clean. Can you bring whatever resources you have as we may need to distribute them among the volunteers.

Berry and Mike have agreed to provide the means for removing rubbish which has been Gathered during the pavement clearing and removal of weeds

7 Parish Newsletter

This has been delayed as the printers did not provide what had been agreed. *(The latest information is that the order will be completed on Monday 7th. Fiona and Berry have offered to help stuff envelopes.)*

8 Parish Room History Showcase

It was agreed that the Parish Room could be used to display pictures and documents relating to the history of Burwash. Keith has offered to provide the resources necessary.

Fiona pointed out that the BPFA were planning something similar at the Swan Meadow Pavilion for the Jubilee. There will need to be careful consideration of what is displayed so that the two areas complement each other.

(the boards found at <https://www.furniture-work.co.uk/pin-panelz-set-of-3-primary-noticeboards.html> would seem to be perfect and, on special offer, a good price)

Action: Emma to be invited agree the purchase of three display boards for the parish Room

9 Date of Next meeting: Thursday 7th April

DRAFT