

Burwash Parish Council
Community and Communications Working Party

Draft minutes for meeting on 25th October at 7pm

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

1 Apologies for Absence

Dominie Stemp

2. Disclosures of Interest

none

3. Minutes from the previous meeting

Not available for the Full Council meeting, and to be included with these.

4. Updates

The October/November Mailing.

It was considered that because of the timing of the Newsletter and the next Finance sub committee meeting, it was agreed to add:

At the time of writing, the precept (the amount the Parish Council raises in tax) has not been decided for 2023/2024, but will be discussed at the next Finance Committee Meeting on Tuesday 1st November. As with all meetings, this is open to the public to attend. You can keep up to date with the consultation process on the Burwash e-bulletin.

With this addition, the Newsletter was approved by the Working Party.

The Burwash Community Groups document would be included with the Newsletter

Brian had been given a quote by sandpPrinting of Heathfield for £426 but there may be cheaper companies.

Target dates:

- document to printer by 3rd November
- Addresses added to envelopes together with a sticker
'Important Information from Burwash Parish Council' from 3rd November
- Printed letters to be added to envelopes by 7th November
- Letters taken to Post Office distribution Etchingham by 10th November

Action: Emma to provide printed address labels and Information stickers, send out request for help in addressing envelopes and inserting documents
To determine if there are alternative printers offering better deals.

Action: Brian to liaise with Etchingham Post Office and deliver completed envelopes to them

5. Communications policy

Amendments to the policy were agreed. These made it clear that individual councillors must not put messages relating Council matters on the Burwash Community Facebook Page. All Parish Council matters must go through the Parish Clerk.

The Burwash Council Facebook page should be withdrawn as it has very little traffic and issues are dealt with elsewhere. The final post on the page should refer people to the e-bulletin.

Resolution: To adopt the Communications Policy, attached. The amendments are in red type or crossed through.

6: AOB

Battle Bus

Berry led a discussion on providing more information about the Battle Bus timetable, and the deadlines for booking seats. This will be presented to Emma for inclusion on the e-bulletin when the information has been provided by the company.

Wildflower areas

The provision of wild flower areas across Burwash, similar to those provided by Heathfield Town Council, was agreed, but thought that the E and M was the better group to manage this. It was suggested that the areas which could be developed are Highfields, the Vicarage point when it leaves the Main Road (the junction near Stonegate Road) The triangle at the top of Shrub Lane.

It was thought that local volunteers may not be forthcoming and that the Council should budget for the work to be carried out. It was considered that such planting would help to identify the communities as belonging to the same parish, it would indicate that the parish cared about its natural environment, and make the communities more attractive to visitors and those passing through.

Similarly, the impact of the Lime Trees and their underplanting was recognised, but there was little likelihood of that being maintained on a voluntary basis. Therefore it was suggested that the Council should undertake responsibility for this with a properly funded scheme

Resolution: The Parish should set aside £2000 for the wildflower project and £1000 for the Lime Trees Underplanting.

Warm Hub

St Philips Church had approached Keith about the provision of Warm Hub facilities in the parish and Emma's work in helping to manage this was discussed. It was agreed that the PC had a role to play in assisting and helping co-ordinate groups who were considering establishing providing Hub.

7. Next Meeting: tbc: Thursday 1st December