

Burwash Parish Council
Community and Communications Working Party

Draft Notes for Thursday 19th October at 7pm.

There were only two present: Cllr Brian and Halina Keep

- 1 Apologies for Absence
Scott Chambers and Keith Lloyd
- 2 Minutes from the previous meeting
Accepted at previous full council meeting
3. Updates from previous meetings
Love Burwash
As an event on a specific date, this did not take place. It was considered that the need for such a day was not the priority as in the past. The Council now undertakes many of the tasks once undertaken on a special day. However, Love Burwash as a concept could continue but as an acknowledgement of ongoing activities, such as renewing the finger posts, replacing the flag pole, clearing the car park and improving signage.

Newsletter
This would now be sent to Emma for printing.
4. Christmas Tree
It was agreed that the tree would be sited on the grassy area at the entrance to the car park. Emma has agreed to contact the Old Orchard, who have provided trees in the past. New lights need to be purchased which can be linked to a local house. It should be in place in time for the 6th December Burwash Festive Evening

Street Lights
Emma to be asked to arrange for the lights to be in place by 6th December
5. Grants:
The example of the Kirkburton Parish Council was considered. It includes many of the requirements of our own policy, but has some more specific points which Burwash Council might find helpful:

Further discussion might be useful on deciding if we require to see written constitutions etc of applicants, although if 'and other applicants' was added after 'churches and schools', this might add flexibility to the policy.

How much can I apply for? Point 2.4 of our own policy seems to be a more flexible approach.

The need for applicants to supply bank statements and Constitutions may seem overly prescriptive, although it may be this provides evidence of good financial management.

We considered our present policy of grants not exceeding 50% of costs to be more easy to administer than the different levels of grant outlined in the comparative policy.

Similarly, requiring evidence of tenders in our policy would seem to be enough, although this should apply for costs above £100, rather than £50 as at present.

It was thought that giving specific dates by which grant applications are made would be helpful.

On Point 2.6 of the Burwash Policy, we considered this needed to be worded more strongly and monitored as to its effective implementation. It was suggested that it should be reworded:

Recipients of Parish Council grants must provide a written report of how the money has been spent, a copy of any invoice for the work carried out of the resource purchased and ideally have a presentation at the Annual Assembly. Any unspent money must be returned to the Council.

6 Kipling Festival:

Because of the lack of attendees, this will be held over to the next meeting.