

18th July 2024

Councillors: A Hayes (Chair), V Mead (VC), D Mitchell, S Vegro, D Bigham, A Hayes, W Bloisi, I Caldwell you are hereby summoned to attend a meeting of the **Management & Communications Committee** on **Thursday, 8th August at 7pm**. This meeting will be held in the Parish Centre. If a member of public would like to attend, please notify the Clerk in advance on 01582 794832 or clerk@redbourn-pc.gov.uk



Chris Kenny
Clerk to the Council

AGENDA

1. APOLOGIES FOR ABSENCE

To receive apologies for absence.

2. DECLARATION OF INTEREST

Members are reminded to make any declarations of disclosable pecuniary and/or personal interests that they may have in relation to items on the Agenda. You should declare at this part of the meeting or when it becomes apparent your interest by stating:

- A. the item you have the interest in
- B. whether it is a disclosable pecuniary interest and the nature of the interest, where upon you will not participate in the discussion or vote on that matter, unless dispensation has been requested and granted
- C. whether it is a personal interest and the nature of the interest

Members are also reminded of their obligation to report any amendment to their Register of Interests to the Clerk as soon as it becomes apparent.

Declarations:

- Cllr Caldwell** - Nickey Line (CM) Redbourn Village Online, Active in Redbourn (M) Computer Friendly
- Cllr Mead** - Active in Redbourn (M) Redbourn in Bloom (CM) Museum (T)
- Cllr Mitchell** - District Councillor, Redbourn Community Group (M) Support of CPRE
- Cllr Vegro** - Active in Redbourn (CM), U3A (T)
- Cllr Bigham** - Redbourn Community Group (M)
- Cllr Bloisi** - Friends of St Mary's (CM), Community Group (M)

3. PUBLIC PARTICIPATION

4. MINUTES OF PREVIOUS MEETING

To approve the record of the previous meeting held on 13th June 2024

5. ACTIONS ARISING FROM THE PREVIOUS MINUTES NOT ON THE AGENDA

6. MATTERS TO REPORT

Members are invited to notify the Chairman of matters for report which they wish to be discussed at the end of the meeting. In so doing, the Member(s)/Officer(s) concerned must state the special circumstances which they consider justifies the matter being raised as a matter of urgency. The Chairman will decide whether the item(s) raised shall be considered under Matters for Report.

7. FINANCE

7.1 To receive the latest Management and Communications finance reports.

8. PARISH CENTRE MANAGEMENT

8.1 Update on hirers

8.2 To approve the redecoration of the main hall

9. PARISH COUNCIL MANAGEMENT

9.1 To receive Officer reports

9.2 Staffing matters – to be taken as a confidential item

9.3 To agree to the cost for Clerk to attend SLCC conference in October 2024

9.4 To agree with wording for privacy notice to add to end of Councillor and officer emails

9.5 To agree to lapel badges for Community Champions

10. MUSEUM

10.1 To receive an update on Museum working party meeting

11. MATTERS TO REPORT

For discussion only

12. DATE OF THE NEXT MEETING

Date of next meeting to be held on 3rd October, 7pm in Conference Room