

The Parish Council of Dickens Heath

Minutes of the Communications and Events Committee

Meeting on Friday 14th April 2025

Present:

Dickens Heath Parish Councillors; Mike Small, Liz Woodus, Stewart Halford and Vicky Taylor.

No members of the public

Minute 19 (2025/26) Apologies for Absence

Councillor Richard Small

Minute 20 (2025/26) Minutes of the meeting held 10th January 2025 and 21st March 2025

Councillors Vicky Taylor proposed, and Stewart Halford seconded, all in favour, the minutes are approved.

Minute 21 (2025/26) Public Participation

None

Minute 22 (2025/26) To Receive Declarations of Interest/Written Requests for Dispensations for and Disclosable Pecuniary Interests and to Grant Any as Appropriate

None

Minute 23 (2025/26) The next PC email newsletter content

Timetable of news letters

Councillor Taylor to draft a timetable of when the e-newsletter and Gails to go out.

April 2025 e-newsletter approved Councillor Taylor to release when Dickens Heath in Bloom has been removed.

Minute 24 (2025/26) Schedule of social media posts for the next 6 months

Posts

Councillor Mike Small recommended regularly posting on Facebook and Instagram to increase engagement.

Councillor Mike Small wants the metric for Facebook, Instagram and Website e-newsletter to increase by 10% within 12 months.

As a today the position is:

Instagram is at 99 target 109

Facebook is at 1279 target 1410

Website e-newsletter 102 target 112

Minute 25 (2025/26) First Aid Training x 4 in 2025 – dates in March, June, September & Dec

Dates

Councillor Stewart Halford to ask St Johns for September and November/December 25 First Aid events.

First Aid event in June 25 Councillor Mike Small to confirm date. 14th June confirmed

Minute 26 (2025/26) Easter Bunny Treasure Hunt - 20th April 2025

The event

65 Registered Closed

Councillor Vicky Taylor to check if the Parish Council have ant tea or coffee already before buying.

Plan for the day approved.

Budget

Councillor Vicky Taylor to draft a comms and events budget for 25-26, due to not being included at the beginning of the year.

Minute 27 (2025/26) VE Day - 5th May 2pm onwards and lighting of the lamp – 8th May 21:30pm

Music License

Councillor Vicky Taylor to confirm if a licence for music is required.

Budget

Councillor Vicky Taylor to draft a comms and events budget for 25-26, due to not being included at the beginning of the year.

Minute 28 (2025/26) Event on the Green –Saturday 30th Aug 2025

Councillor Mike Small confirmed all vendors booked.

Scouts having a stand.

Minute 29 (2025/26) Remembrance Sunday – 9th November 2025

Councillor Vicky Taylor to contact Councillor Maureen Holloway, for Councillor Vicky Taylor to get an introduction to the church in order to organise remembrance Sunday.

Minute 30 (2025/26) Christmas Tree Lights - 2nd Dec tree up – 5th lights/choir/Elf and grinch outside Morton's

Councillor Liz Woodus has asked if the night can be changed to the 6th December to check availability of the village hall.

Minute 31 (2025/26) Quiz night (Facebook poll)

Councillors were happy for the Village Hall to take the lead on this and for the Parish Council to support.

Minute 32 (2025/26) Film nights in the library (Facebook poll)

Nothing mentioned

Minute 33 (2025/26) Events in the Village Hall

Councillors were happy for the Village Hall to take the lead on this and for the Parish Council to support.

Minute 34 (2025/26) Events on the Village Green

See above

Minute 35 (2025/26) Ideas for other events

Nothing mentioned

Minute 36 (2025/26) Date for next meeting

To be confirmed

Meeting Concluded at 12:00 noon