

REDBOURN PARISH COUNCIL

Parish Centre, The Park,
Redbourn, Hertfordshire, AL3 7LR
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E-mail: clerk@redbourn-pc.gov.uk
Website: www.redbourn-pc.gov.uk



4th February 2022

Councillors: S Vegro (Chair) V Mead (V Chair) I Caldwell, M Maynard, D Mitchell and C O'Donovan, you are hereby summoned to attend a meeting of the **Management & Communications Committee** on **Friday, 11th February** at **10.00am**. This meeting will be held in the Parish Centre in a covid secure environment. 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)

Cllr Maynard – Redbourn Museum (CM)

Cllr Mead – Youth Club (CM), District Cllr, Active in Redbourn (M) Redbourn in Bloom (M)

Cllr Mitchell - District Councillor, Redbourn Community Group (M)

Cllr Vegro - Active in Redbourn (CM)

3. PUBLIC PARTICIPATION

4. MINUTES OF PREVIOUS MEETING

To approve the record of the previous meeting scheduled

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

1. To receive the latest Management and Communications finance reports.

8. PARISH CENTRE MANAGEMENT

- 8.1 Update on hirers
- 8.2 Staff matters

9. PARISH COUNCIL MANAGEMENT

1. To receive Officer reports
2. To consider the format of the Annual meeting of the Parish
3. To approve the works on the Museum as part of the maintenance programme

10. COMMUNICATIONS

1. To approve purchase of new software for use in the publication of the newsletter

11. MATTERS TO REPORT

For discussion only

12. DATE OF THE NEXT MEETING

Friday, 11th March 2022, 1.30pm at the Parish Centre