

REDBOURN PARISH COUNCIL

Minutes of Management and Communication Committee held on Tuesday 13th April 2021, 10am as a remote meeting as per The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

PRESENT: Councillors D Fenton (Chair), I Caldwell (V Chair), D Mitchell, S Vegro,

IN ATTENDANCE: C Kenny (Clerk)

1. APOLOGIES FOR ABSENCE

Cllrs Maynard (health,) V Mead (health), C O'Donovan (health), R Gray (family commitment)

2. DECLARATIONS OF INTEREST

Cllr Caldwell - Nickey Line (CM), Redbourn Village Online, Active in Redbourn (M)

Cllr Maynard – Redbourn Museum (Trustee)

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

Cllr Mitchell –District Councillor, Redbourn Care Group (C)

Cllr Vegro – Active in Redbourn (CM)

3. PUBLIC PARTICIPATION

None

4. MINUTES OF THE PREVIOUS MEETING

It was proposed by the Chair and resolved that,

The minutes of the meeting held on 9th March 2021 are adopted as a true record of the meeting.

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

Nothing to report

6. MATTERS TO REPORT

Museum – Clerk

Annual Parish Meeting – Cllr Fenton

7. FINANCE

7.1 To receive the latest Management and Communications finance reports

Nothing to receive due to year end preparations

8. PARISH CENTRE MANAGEMENT

8.1 Update on hirers

The Clerk reported that St Albans Dance Academy have decided not to return to Redbourn as it is not financially viable to run the classes at the moment. They hope to return in the future. A deep clean is planned to make the Centre ready for hirers return after 17th May.

9. PARISH COUNCIL MANAGEMENT

9.1 Officer Reports

Cllrs noted the Officer reports.

9.2 To consider a pay review for Officers

The Clerk reported that all appraisals had been completed and gave feedback from officers that came out of the appraisal process. She reminded members that a pay increase had been budgeted for in 2021-22 budget

It was proposed by the Chair and resolved that:

The Clerk move to SCP 29 effective from 1st April 2021 and the Deputy Clerk move to SCP20.

10 COMMUNICATIONS

10.1 To receive an update on Wikipedia entry

Cllr Vegro explained that the Community Officer and Clerk (where needed) are contacting local organisations asking them to write a paragraph explaining their activities. Once the page has been updated, it will need to be policed and reviewed to ensure the entry is still relevant.

10.2 To receive an update on photography competition progress

Cllr Vegro updated the meeting on the photography competition. To date, 80 plus entries have been received and there is good engagement on instagram in particular. An idea to create an exhibition of all the entries is being formulated with the idea that residents can vote for their favourite. Further information will follow.

Some local businesses have agreed to issue vouchers (which RPC will reimburse) as a prize – the idea is that it will encourage people to use the High Street.

11 MATTERS TO REPORT

The Clerk informed members that the Facilities Officer is reviewing the maintenance programme for the Museum. The next steps were discussed.

ACTION : For the next meeting, report on the review of the plan and identify what has been done, what needs to be done both by the Council and the Museum Trustees.

Annual Parish Meeting – Cllr Fenton will not be attending this meeting and asked Cllr Caldwell as the Vice Chair to present the report for M&C. Cllr Caldwell agreed to do this.

12 DATE OF NEXT MEETING

Tuesday, 11th May 2021, venue to be confirmed

The meeting closed at 11.26am

Signed..... *Date*.....