



# Killamarsh Parish Council

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To: **All Members of Killamarsh Parish Council Events & Communications Committee**

You are Hereby Summoned to attend a meeting of the Parish Council to be held on TUESDAY 6th December 2022 at 7:00 PM KILLAMARSH PARISH SUITE.

Yours sincerely

Mrs Gail Blank  
Clerk & Responsible Finance Officer to the Parish Council

## **AGENDA**

### **1 Chair's Announcements**

- To receive the Chairs opening announcement

### **2 Apologies for Absence**

- To receive any apologies for absence received by the Clerk.

### **3 Declaration of Disclosable Pecuniary & Other Interests**

a) To receive declarations of disclosable and pecuniary interests and personal and prejudicial interests from members on matters to be considered at the meeting. In accordance with the Localism Act 2011 (Section 30 to 33).

b) To receive, consider and record any Councillor request for dispensation in connection with items on this agenda.

### **4 Adjournment for Public Participation**

- To adjourn the meeting for 15 minutes to allow public participation.

### **5 Exclusion of the Press and Public - Public Bodies (Admissions to Meetings Act) 1960**

- To resolve if members of the press and public are to be excluded from any agenda items of the meeting due to the nature of the business to be transacted. Under Public Bodies (Admission to Meetings) Act 1960, S1 (2))

### **6 Minutes from the previous meeting**

a) To approve the draft minutes of the Events and Communications Committee meeting held on the 8th November 2022

b) To receive an update on any ongoing issues not covered as an agenda item.

### **7 Remembrance Sunday**

a) To receive feedback from the Remembrance Day service

b) To consider and approve any improvements to the 2023 arrangements



## **8 Christmas Projects**

- a) To receive feedback on the Christmas Lights project
- b) To consider and approve any improvements to the 2023 arrangements

## **9 Village Festival**

- To receive any update

## **10 Community Events**

- To receive any further suggestion on how the Parish Council should mark the Coronation of King Charles III

## **11 Community Activities**

- To consider and approve more activities for the youths of Killamarsh.
- To consider and approve activities for the elderly and vulnerable residents of Killamarsh.

## **12 Items for discussion for a future agenda**

## **13 Date of the Next Council Meeting**

Tuesday 7th February 2023

### PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960

Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which will give reasons for the public's exclusion in accordance with the Public Bodies (Admission to Meetings Act) 1960.

### RECORDING OF COUNCIL MEETINGS

Under the Openness of Local Govt. Bodies Regulations 2014, the Council, members of the public and press may film, record or photograph a formal Council meeting when the meeting is in public session. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted.

### PUBLIC PARTICIPATION

Notice is given that at a time agreed by the meeting, 15 minutes may be set aside for members of the public to make representation on the business of the agenda for the meeting. Any members of the public shall not speak for more than three minutes unless permitted by the Chair. A question asked by a member of the public during public participation shall not require a response or debate during the meeting though the Chair may direct that a written response will be provided subsequent to the meeting.

### CORONAVIRUS

Killamarsh Parish Council will continue to monitor Covid-19 and act accordingly. Attendees are encouraged to register their attendance on arrival and to use the hand sanitiser provided. Members of the public who are unable to attend can email their questions to the Parish office (parish.office@killamarsh-pc.gov.uk) in advance of the meeting which will be read out under the public participation session.





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## MINUTES OF THE EVENTS AND COMMUNICATIONS COMMITTEE HELD ON TUESDAY 08 NOVEMBER 2022

### Those present :

Chair : Cllr A Platts  
Vice-Chair : Cllr N Challenger  
Councillors : Cllr S Clough, Cllr C Lacey, Cllr W Tinley, Cllr J Windle  
Officers : Mrs G Blank

### EC072 Chair's Announcements

The Chair had no opening announcement.

### EC073 Apologies for Absence

There were no apologies received.

### EC074 Declaration of Disclosable Pecuniary & Other Interests

a) To receive declarations of disclosable and pecuniary interests and personal and prejudicial interests from members on matters to be considered at the meeting. In accordance with the Localism Act 2011 (Section 30 to 33).

None received.

b) To receive, consider and record any Councillor request for dispensation in connection with items on this agenda.

None received.

### EC075 Adjournment for Public Participation

There was no requirement to adjourn the meeting for public participation.

### EC076 Exclusion of the Press and Public - Public Bodies (Admissions to Meetings Act) 1960

There were no agenda items considered to require the exclusion of the press and public.

### EC077 Minutes from the previous meeting

a) To approve the draft minutes of the Events and Communications Committee meeting held on the 13th October 2022.

There were 3 Councillors not present at the last meeting so could not vote on the minutes accuracy.

**RESOLVED: That the minutes of the meeting held on the 13th October 2022 are a true and accurate record.**

b) To receive an update on any ongoing issues not covered as an agenda item.

ECC066 ( c ) - The Clerk reported that Sparks circus wasn't available for the village festival

ECC068 - The Clerk reported that all winners of the Calendar competition had received their prizes and that the Deputy Clerk was arranging the printing of them.

**EC078 Remembrance Sunday**

- To receive an update

The Clerk had circulated the master plan prior to the meeting and gave Councillors an update on progress.

The order of service for the war memorial needs completing once the Clerk has completed the order of wreath laying.

Cllr Platts informed the Clerk that the marshalling instructions and packs needed to be issued along with the hi vis vests and first aid kits.

The Clerk said she would be going to Costco on Friday morning to purchase cakes, tea, coffee and juice.

**EC079 Christmas Projects**

a) To receive an update

The Clerk had circulated the master plan and gave Councillors an update on preparations.

The lights for the flag pole and additional lights for the CLOC building needed to be ordered. The rooted trees and lamppost trees have been ordered and consent received from NEDCC.

The Committee discussed the Christmas bauble design competition which would be used to decorate the Council's Tree for the St Giles Christmas Tree festival. The Clerk said she would contact local supermarkets for prize donations for all those children that submit a bauble design. Discussions around the name for the Councils entry into the tree festival took place and it was agreed to name it 'The Killamarsh Lionesses'.

b) To receive and consider Cllr Thompson's request to position 4 Christmas tree lights on Rowan Tree Road

The Committee acknowledged and appreciated Cllrs Thompsons request but felt as all the lamppost testing, licence application and trees ordered had now been completed the suggestion was too late to implement for this year. The process to get permission takes weeks and the trees need to be in situ by the end of the month.

Additional trees have been ordered this year to be placed at Upperthorpe, Westthorpe and High Moor and substantial savings have been made using an alternative supplier to previous years.

Cllr Platts suggested that if the trees ordered this year were a success the Council should consider putting trees up along Walford Rd, Rowan Tree Rd and Cherry Tree Rd next year. The Committee was in agreement and the Clerk said she would ensure there was sufficient budget provision to cover the costs.

**RESOLVED: That if the trees ordered this year are a success the Committee will consider putting trees up along Walford Rd, Rowan Tree Rd and Cherry Tree Rd in 2023.**

**EC080 Village Festival**

- To receive an update

The Clerk informed Councillors that Sparks circus was unavailable on the Village Festival date but other entertainers could be looked into.

The Clerk and Cllr Platts have a meeting planned with North Derbyshire Radio to discuss what support they can give at the village festival, they will report back to committee at the next meeting.

The Clerk apologised that no more progress has been made and that once Remembrance arrangements are completed the office will start to look at the festival and set up a working party to progress ideas.

**EC081 Budget Requirements**

- To consider and approve the budget requirements of the Committee for 23/24

The Clerk informed Councillors that this agenda item was tabled in error as this had been discussed and agreed at the last meeting.

For those Councillors not present at the last meeting the Clerk informed them that £1500 had been added to the Killamarsh in Colour budget for hanging baskets and that all other budgets remained the same although maybe reappportioned.

**EC082 Policies**

- To consider and approve the Social media policy and recommend to Full Council.

The Clerk had circulated a draft copy of the Social media which now covers all staff and Councillors.

The Clerk explained that the policy was not in place to censor anyone but to protect them from complaints and accusations of breaching the code of conduct. Comments on social media can easily be misconstrued and a totally innocent post can result in unwanted consequences in the Clerk's experience.

The template used for the policy was one the Clerk was issued with by YLCA at her previous Council.

Councillor Platts proposed that the Social media policy was recommended to Full Council and Cllr Challenger seconded the proposal. All Councillors were in favour.

**RESOLVED: That the draft Social media policy is recommended to Full Council for approval.**

**EC083 Community Events**

- To consider how the Parish Council wishes to mark the Coronation of King Charles III

The date set for the Coronation is the 6th May 2023, with a bank holiday likely to be set on the 8th May 2023, Councillors discussed which day would be best to hold any events and the consensus was to avoid the actual coronation date.

Councillors discussed what the Council could consider.

Cllr Lacey suggested the Council look at how the last Coronation was celebrated to get some inspiration.

Cllr Tinley suggested a more modern approach

The Clerk suggested combining both old and new.

Cllr Challenger reminded the committee that the Village Festival was set for 8 weeks later and suggested that each event should be unique. Consideration was given to whether both events could be merged but the Committee decided to keep the 2 separate.

A party / picnic on the field was suggested with marquees on standby if the weather looked inclement.

A present for anyone in the village born on the King's birthday (14th November) was suggested.

The Clerk suggested asking residents via Facebook and contacting schools for any ideas.

The Clerk suggested purchasing a Beacon for the village similar to one Maltby Town Council has. It was agreed that this would be best positioned at High Moor and the Clerk was asked to get more information.

The Clerk asked Councillors to consider more options for the next Events meeting.

**EC084 Items for discussion for a future agenda**

- General update on events
- Remembrance Day feedback
- Consider Coronation Day activities

**EC085 Date of the Next Council Meeting**

6th December 2022

Cllr Carol Lacey and the Clerk are unable to attend this meeting due to other commitments and submitted their apologies in advance.

MEETING CLOSED @ 19:45