
MINUTES OF THE COMMUNITY COMMITTEE MEETING OF
BROCKWORTH PARISH COUNCIL HELD ON 13TH FEBRUARY 2020 AT
THE BROCKWORTH COMMUNITY CENTRE AT 3.30PM

- (1) Welcome from Chair of Committee Cllr C Parry
- (2) Attendance of those present to be recorded
Councillors, Wayne Stevens, Sara Stevens, Debbie Harwood, Charlotte Parry, Ruth Hatton
- (3) Apologies for absence received to be recorded from Cllrs Craig Carter Louise Gerrard, Jason Mills and Chris Evans
- (4) No Declarations of interests on matters on the agenda to be received
- (5) No Public session at the discretion of the Committee Chair
- (6) Approved and signing of draft minutes of previous meeting held on 4th February 2020
- (7) Noted financial reports as 4th February and any specific expenditure up to £1,000 per item
- (8) EVENT MATTERS
 - (a) Good Citizen award/Volunteer thank you- Cllr Harwood gave an update and requested the event be moved forward. Nominations closed with 7 nominations have been received. It was agreed to co host at the Summer Fete on May 25th. A VIP area (tent) to promote volunteering and an award ceremony. Army cadets/school to be asked to supply volunteers to chaperone and serve tea on the day. Community Administrator to design an invitation to be sent to volunteer organisations (list to be supplied by Cllr Harwood). Community Administrator to design certificate to recognise the 7 nominees for contribution to volunteering. Community Administrator to design "thank you cards for table" - All to be approved at next meeting.
 - (b) Finances for events to be brought into line with Financial Regulations – Committee agreed that all monies raised by events will be banked through Parish Council account. Income and expenditure will be costed against the budget account 5178 "Parish-run events". Committee Clerk to send an email to all Councillors asking for all monies and expenditure receipts to be brought into the office as soon as possible, and this procedure to cover all future events.
 - (c) Committee agreed the booking of a jazz band for May 25th for £350.
Community Administrator to book
- (9) Date of next meeting to be confirmed 3rd March 2020 at 7pm
- (10) Meeting closed at 4.10pm.