



Coxheath Parish Council

Events and Communications Committee Meeting

Members are hereby summoned, and Notice is given that a meeting of the
Events and Communication Committee will be held on Thursday 23 October 2025 at 7pm
in the Parish Council Office, Coxheath Village Hall. All meetings are open to the press and public.

Louise Goldsmith

Louise Goldsmith, Locum Clerk to Coxheath Parish Council

17 October 2025

AGENDA

- 01/25 Election of a Chair:**
To receive nominations and vote on appointment.
- 02/25 Administration**
Fire Exits, Fire Meeting Point, Mobile Phones, Intention to Record.
- 03/25 Apologies for absence, Declarations and Dispensations**
a) Apologies for absence
b) To receive Declarations of Interest in respect of matters contained in this agenda.
Disclosable Interests: Under the Localism Act 2011.
Other Significant Interests: Under the Code of Conduct adopted by the Parish Council.
Other Interests: not required to be disclosed under (a) and (b) but voluntary announcements made only for transparency reasons.
c) Requests for Dispensations.
- 04/25 Open Session**
- 05/25 Events and Communication Committee Terms of Reference**
To consider draft terms of reference for approval by Full Council.
- 06/25 Events**
a) Remembrance Sunday: To receive an update
b) Christmas Lights: To receive an update
c) Christmas Tree: To discuss
d) Christmas Lights Switch On
e) Future Events
- 07/25 Communication**
a) Social Media update
b) Social Media and Communications Policy: To consider
c) Parish Councillors Surgeries
- 08/25 Confidential Items**
- 09/25 Date of the Next Meeting: TBC**

