

**Minutes of the Community Engagement Meeting held on 23 November 2020**  
**at 7.30 pm via Zoom**

Present: Cllrs            A Chapman, B Hallett (Chair), M Hessing

In attendance:        Ms M Harper (Clerk) and 1 member of the public

**20/21.27        Apologies for absence**

None

**20/21.28        Declarations of Interest**

Members are required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time. Members have dispensation to discuss and vote in respect of matters relating to the Precept and the DCA.

There were no declarations of interest

**20/21.29        Public Question Time**

There were no questions from the public

**20/21.30        To approve Minutes of the Community Engagement Committee held 21 September 2020**

RESOLVED: that the minutes of the Community Engagement Committee meeting held on 21 September 2020 be approved and signed as a correct record

**20/21.31        Actions from Minutes**

The actions were noted

**20/21.32        Budget for 2021/22**

The budget request for 2021/22 was noted

**20/21.33        Christmas Scarecrow Competition**

The competition is due to go 'live' from 1 December and is being advertised in the local magazines, the Danbury Times and on our Social Media. The Parish Office will post the entry form on the website on 1 December and ask people to register their roads with the office if they are not entering the competition but are going to have a festive scarecrow so we can advertise the locations. Cllr Hallett will maintain an updated 'walking trail'. Judges to be agreed.

**20/21.34        Phone Kiosk**

It was noted that the phone kiosk is due to be replaced at Pedlers Path once some welding work has completed. The residents will be fitting the box with some shelving once the refurbishment has been completed in order that books, puzzles and seeds can be placed inside for exchange. A meeting and 'opening' ceremony will be arranged once dates are confirmed

**20/21.35        Danbury Times**

It was noted that the distribution of the winter edition should take place in early December. Cllr Chapman asked for photos of festive Danbury to be forwarded to her.

**20/21.36        Neighbourhood Watch Scheme**

It was agreed that Cllr Chapman would review the Chelmsford Group of Neighbourhood Watch Scheme website and that further discussion would be deferred until the next meeting in 2021

**20/21.37 Community Woodland**

It was noted that the woodland planting will take place on Monday 14 December. Information has gone out on posters and social media for volunteers who will be managed by Chelmsford City Council (CCC). The Clerk will contact CCC to confirm the volunteer responses.

It was noted that Danbury Society have offered to sponsor 5 of the semi mature trees and Cllrs Hallett and G Chapman to attend the planting sessions for publicity photos with both the school and Danbury Society.

**20/21.38 Community Standard**

The designs were reviewed and the Committee expressed their thanks for the hard work that has been put into producing them. The Clerk to go back and discuss the ideas from the Committee.

**20/21.39 Terracycle Programme**

It was agreed that Cllr Chapman would discuss the programme with interested parties and that environment related initiatives for consideration would be on the agenda for the next Environment Committee meeting.

**20/21.40 New Neighbours**

It was agreed that the Committee would advertise the New Neighbour Packs in the Danbury Times – all members to compose suitable wording for consideration at the next meeting.

**20/21.41 Community Engagement Planning**

Ideas for 2021 and 2022 were discussed– Play Equipment Project, Easter, Danbury Festival, Meet the Councillors sessions, Christmas and Platinum Jubilee, and it was agreed that planning would be a standing agenda item.

**20/21.42 Matters for Report (for information only)**

There were no matters for report

**20/21.43 Dates of next meeting**

Meeting dates for 2021 to be confirmed after the Parish Council meeting on 25 November 2020

Meeting closed at 8.44pm

Chairman .....

Date .....