



## Long Stratton Town Council

Pavilion, Manor Road, Long Stratton, NR15 2XR

Chairman: Mr Kelly Lunness, Town Clerk: Mrs Becky Buck

Email: office@longstrattontowncouncil.gov.uk

Tel: 01508 530524

### Minutes of the Events Committee held on Monday 23<sup>rd</sup> January 2023 at 7:00pm in the Town Council Pavilion.

In attendance: Councillors Kelly Lunness, Judith Baker, Bob Mackenzie, Di Woodham, David Willis, Helen Dickerson and Louise Mundford

Becky Buck, Town Clerk. 2 Members of the public.

**1. To consider apologies for absence**

No apologies received.

**2. To receive disclosures of interest and dispensation**

There were no disclosures of interest or dispensation received.

**3. To confirm minutes of meeting held 21<sup>st</sup> November 2022**

The minutes of the meeting held on 21<sup>st</sup> November 2022 were approved by the Committee and signed by the Chairman as a true record.

**4. Kings Coronation**

**a. To receive an update on items booked**

The admin assistant provided a written report on items booked and enquired about. The following were confirmed.

- East Coast Truckers, Stage = £250
- The Brunch Bar, food vendor.
- Long Stratton Town Council, bar.

Enquired.

- One Knight only, performer, no price known.
- Charlene Ledgard, performer, no price known.
- James D, children's entertainer, available, £378 for 2 hours.
- James D food time trailer, sweets, can provide ice cream if another vendor is not available.
- Kids karts, children's karts, available, 4 hours for £350
- Lucy Stefanyszyn, face painter, available, wither £3.50 for face painting or £4 for glitter art or £35 pounds per hour flat fee.
- Mr Frosty, ice cream van.
- Long Stratton Town Council, tombola, is this something the Council want to provide at the coronation.

Signed.....Date.....



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- Straw bales, currently there are only 30 available, originally the committee were looking for 120.

**b. To discuss and decide on exact format.**

Following a lengthy discussion; it was agreed that the event will commence at 1pm till 7pm at the playing fields.

**c. To discuss and decide on next steps.**

*The committee closed the meeting to invite the members of the public to participate in brainstorming ideas.*

The following ideas were presented.

1. Additional seating, can we approach other farmers? Do we use Council chairs? Do we ask to borrow some? Should the Council agree asking to the community to bring them own?
2. Karts are a good idea, could they be placed in the MUGA for additional health and safety.
3. Could we approach Lady Dannett to ask if she knows of a military band.
4. Face painting, would she accept help from volunteers, could the Council pay the blanket fee and charge a smaller fee to recoup some costs as the budget for 2 events is small.
5. Classic cars? Could we approach a local proprietor who is known for having classic cars to ask if he would be willing to have some on show for the community?
6. A snow globe with photo opportunity through Tom Wood cost approx. £150.
7. Would Gray's funfairs be able to provide some small rides?
8. If there is a tombola could there be an adults table and a children's table?
9. Will there be enough gazebos, could we borrow some maybe from the Army Cadets?
10. Could the Army Cadets be involved.
11. To approach the following groups to ask if they were willing to be involved in providing a display or volunteering
  - Emily @ Star Dance
  - Springboard Gymnastics
  - Judo
  - Guides and Brownies
12. To provide a plate smash, plates are available from the Big C for free.
13. Treasure hunt using a map of Long Stratton
14. Children's games
15. Guess the weight of the cake.

Signed.....Date.....



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16. Luke Cook, previously charged £170 for 2 hours.
17. Additional signage in the form of large banners that can be reused for all events.
18. Could we have a fire engine and police car, could the fire engine provide a big splash at the end?
19. Will we need new flags and decorations.
20. It was commented that Community Contacts for major supermarkets can often donate prizes.

The members of public were thanked for their comments, ideas, and feedback.

*The meeting was reopened for the Committee.*

The Committee agreed the following.

1. Additional seating was to be sourced, action, Councillor Mundsford would approach local farmers that she would know. The Council can use their own chairs however, if we are unable to source additional seating then it would encourage for the community to bring their own seating.
2. The Karts were approved, location to be discussed with the provider with the MUGA being the preferred location.
3. The Clerk advised that the office would approach Lady Dannett
4. It was agreed that with the agreement of the provider, the Council would pay the hourly fee and then will charge a proportion of the cost per child.
5. Classic cars would be investigated by office staff.
6. This was agreed in principle, confirmation of what was offered and exact cost with availability would be presented at the next meeting.
7. The office staff would approach Gray's funfairs.
8. The Council agreed to do a Tombola with adult and children's tables.
9. Army Cadets will be asked to borrow gazebos, as well as an ask to the community.
10. Army Cadets will also be asked to be involved either with a stall, demonstration, or volunteering.
11. It was agreed to approach all groups.
12. It was agreed to investigate a plate smash and bring information back to the next meeting.
13. The treasure hunt was approved.
14. Children's games were approved, a detailed list of games to be provided at the next meeting.
15. Guess the weight was approved, office staff to find a prepared baker.
16. It was agreed to approach Luke Cook to check his availability, to be fed back at the next meeting.
17. It was approved to purchase large banners.

Signed.....Date.....



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18. Office staff to contact the fire service and police service.
19. The Clerk confirmed that we will need additional decorations and flags
20. It was agreed that the community contacts will be approached.

### 5. Christmas 2023

#### a. Date of the event

It was agreed the event would be held on 1<sup>st</sup> December 2023

#### b. Location

It was agreed the event will be held on the car park at the playing fields and in the playing field and pavilion.

#### c. To discuss and decide on how to make it more enticing for all.

It was agreed to invite more craft stalls to try and give it more of a German Market feel.

#### d. Lessons learnt from Christmas 2022.

Following a lengthy discussion; it was agreed that the biggest lesson was having the event over 2 sites.

### 6. AOB (for discussion only)

The members of the public were thanked once again, and the Clerk invited them to consider being co-opted onto the events committee.

*After discussing any other business, the Chairman closed the meeting at 8.05pm*

Signed.....Date.....