



## 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](mailto:office@longstrattontowncouncil.gov.uk)

Tel: 01508 530524

### Minutes of the Events Committee meeting held on Monday 26<sup>th</sup> February 2024 at 7:00pm in the Town Council Pavilion

In attendance: Councillors Mat Pochin, Judith Baker, Louise Mundford, Helen Dickerson and Katrina Thompson.

Becky Buck, Town Council Clerk.

Jessica Lawton, Community engagement officer.

**1. To consider apologies for absence**

Councillor Kelly Lunness gave apologies due to being unwell. These were accepted by the Council.

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

There were no disclosures of interest or dispensation received.

**3. To confirm minutes of meeting held 30<sup>th</sup> October 2023**

The minutes of the meeting held 30<sup>th</sup> October 2023 were approved by the Committee and signed by the Chairman as a true record.

**4. To discuss and decide on a date for a summer event**

It was agreed to keep the summer event on Saturday 6<sup>th</sup> July 2024 and to run from 1pm until 6pm.

**5. To receive an update on attractions contacted for summer event**

J.Lawton advised the committee of all the stall holders and entertainment who had been contacted including many of the community groups/schools/churches and businesses. Now a date has been set she will contact more groups/clubs etc.

Booked so far are:

Stage

Guides/Brownies

WI

St Marys Church

Face painter

Kids Karts

Norfolk Army Cadets

Ice Cream van

MD Wealth Management – no stall but happy to advertise for us and kindly sponsor

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



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Corner House Cakery  
Vintage Horse Box/Tea and Cake  
South Norfolk Youth Symphonic Band to open at 1pm  
James D Party Time for two hours

Other ideas/stall holders/entertainment:

To contact The Brunch Bar – J.L to action

Hog Roast and Pizza – K.T to enquire

Inflatable obstacle course and giant inflatable football dartboard – J.L to action

Plate smash (lots of crockery left over but new stronger frame needed)

Fire Engine – J.B to enquire

Bar – more volunteers needed as extremely busy

Mini sports day – agreed not to go ahead with this idea again

Hay Bales – J.L to action

Emily Deal singer – J.L to enquire

Local group for a demonstration/dance act on field – J.L to enquire

Vintage cars – K.T to enquire

Tombola – J.L to ask for volunteers to run

Treasure Hunt around the site

Hair wrapping – J.L to enquire

Watton fresh start for hens – J.L to enquire

Booking form – J.L and K.T to action

Believe in magic parties, Character – J.L to action

### **6. To discuss and decide on attractions for a summer event**

Discussed above.

### **7. To discuss and decide on pitch fees**

It was agreed that for business stall holders selling items a fee of £20, for food vendors £50, community groups selling a donation of 10% and for community groups doing free activities no charge.

### **8. To discuss and decide on volunteers**

J.L to write up a volunteers needed list to bring to the next meeting.

### **9. To discuss and decide on a road closure for Remembrance Day**

It was agreed that a road closure will be requested. A discussion was had in regard to the route of the road closure and how it could be better organised in regard to vehicles and children's safety on the road – B.B to look into this.

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



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### **10. To discuss and decide on increasing lamp poppies**

It was agreed for this year to purchase an additional 10 poppies at £10 each.

### **11. To discuss and decide on any other Remembrance Day paraphernalia**

A discussion was had regarding potentially having more benches and the areas they could be located.

### **12. AOB (for discussion only)**

A discussion was had regarding advertising for the summer event with banners and where they could be located.

*After discussing any other business, the Chairman closed the meeting at 8.20pm*

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