



Long Stratton Parish Council

The Street, Long Stratton, NR15 2AH Telephone 01508 530524

Chairman: Mr Kevin Worsley. Clerk: Mrs R Buck

Minutes of the Events Committee held on Monday 3rd June 2019 at 7pm in the Parish Office.

In attendance: Councillors Mortimer, Lunness, Pochin, Woodham, Bambridge and Reverend Willcox

Minutes

1. To nominate Chairman for the Events Committee from Town Councillors
Councillor Matt Pochin was proposed, seconded and **approved** as Chairman for the events committee.
2. To receive declaration of acceptance of office for new Committee members
Reverend Willcox signed the Declaration of Acceptance of Office for committee members in the presence of the Clerk and Committee.
3. To consider apologies for absence
Councillors Race, Earp and Baker offered apologies due to annual leave, these were accepted by the Committee.
4. To receive disclosures of interest and dispensations
There were no disclosures of interest and dispensation.
5. To agree Heads of Terms for recommendation to Council
The committee reviewed the proposed Heads of Terms and were happy to **recommend** them to Council.
6. To confirm minutes of meeting held on 1st April 2019
The minutes of the meeting held on 1st April 2019 were signed as a true record by the Chairman
7. To review actions from minutes 1st April 2019
The committee reviewed the actions from the meeting held on the 1st April and the Clerk provided updates where applicable.
8. To discuss and decide on proposed locations for stalls, food and drink
Following a lengthy discussion, it was proposed that location for stalls, food and drink be postponed until after rides from Gray's funfair have been identified, Councillor Pochin to meet with Gray's to discuss potential rides.
9. To discuss and decide on school(s) participation
Clerk updated that she had heard back from Manorfield infant and nursery but had yet to hear from the junior school or high school. Reverend Willcox volunteered to contact the High School as she had had prior contact with them for a similar event. It was discussed running a competition through the schools that with the light switch on being the prize and using the competition to advertise the event.
10. To identify a 'ideal' running programme

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



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The running programme was briefly discussed however the Committee felt it was better to see what had been secured before organising a running programme.

11. To discuss and decide on who will 'run the programme'

The committee discussed different options, clerk to enquire with park radio to see if they would like to attend as this may influence who will run the programme.

12. To discuss and decide on bands/ musicians who could be available

Following a discussion, it was agreed that if the High School band could participate there may not be a need for a separate band/ singer. Reverend Willcox volunteered to take this forward (see agenda item 9) Reverend Willcox also advised that she approach the Salvation Army to ask their availability.

13. To discuss and decide on next steps and who is doing what

- Approach Grays funfair – Councillor Pochin
- Contact the High School regarding the band – Reverend Willcox
- Contact Salvation Army – Reverend Willcox

All other actions from previous meetings to be carried forward.

14. To discuss and decide on feedback from contractors regarding a car boot for recommendation to Council.

Councillor Bambridge in his capacity as Chairman of Long Stratton FC advised that on the same weekend LSFC were holding a youth tournament at the High School and there was room available to hold a car boot at the same time. The Clerk asked Councillor Bambridge to confirm with LSFC that they were happy to accommodate a car boot sale. The Committee deferred this matter to full Council.

15. AOB

The Clerk asked the Committee to consider sponsorship of the Christmas event to make it a completely free event for all members of the community. The committee was generally supportive however as it was not on the agenda the Clerk advised she would put it on the agenda for full Council.

The clerk was asked if she had heard from the agents of the South Norfolk precinct regarding placing a tree there. The clerk advised she hadn't, the committee then discussed the possibility of putting a third tree in front of the toilet block which will then be owned by the Council, the Clerk advised that she would refer it to full council for a decision to be made.