



# Long Stratton Town 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 16<sup>th</sup> September 2019 at 7pm in the Parish Office.**

**In attendance: Councillors Pochin, Woodham, Bambridge and Earp and Reverend Willcox. Becky Buck (Clerk)**

## Minutes

1. To consider apologies for absence  
Councillor Race gave apologies for work reasons and Councillor Lunness for annual leave, these were accepted by the Council
2. To receive disclosures of interest and dispensations  
There were no disclosures of interest or dispensation.
3. To confirm minutes of meeting held on 1<sup>st</sup> July 2019  
The minutes from the meeting held on 1<sup>st</sup> July 2019 were signed by the Chairman as a true record
4. To review all actions to date  
All actions were reviewed.
5. To discuss and decide on the next steps  
The next step is to secure site plans. This will be done at the next events meeting on the 21<sup>st</sup> October 2019.
6. To discuss and decide on who will be responsible for the next steps  
The Committee collectively will discuss and decide on the site plan at the next meeting.
7. To review and approve expenditure for the Christmas event
  - a. Park Radio  
This was approved at the cost of £200
  - b. St Johns Ambulance  
This was approved at the cost of £370
  - c. Christmas tree lights  
Another quote is to be sourced for the Christmas Lights for the 3<sup>rd</sup> tree. Labour is £35 per hour for 2 men. This was approved
  - d. Motifs  
2 Motifs were approved for purchase at £266 each.
  - e. Infrastructure for motifs  
Infrastructure was approved for 2 motifs at £185 per col +VAT
8. To approve quote for Remembrance day road closure  
A Plant at Watton was approved for providing traffic management for the Remembrance Day road closure at £492.64.
9. AOB (for information only)  
There was no other business to discuss

*With there being no other business the Chairman closed the meeting at 8:22pm*

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