

**DRAFT MINUTES OF THE MEETING OF SANDY LANE PARISH COUNCIL
EVENTS COMMITTEE
HELD ON MONDAY 13TH JANUARY 2020 IN THE BETHEL BAPTIST CHURCH, SANDY LANE,
COMMENCING AT 6.30 PM**

Present:

Members Sajid Hussain (SH), Sue Ledger (SL), Bev Porter (Chair), Sandra Shallcross (SS)
Clerk Eve Haskins
In attendance One member of the public was present (Phil Lowde, PL, Scout Leader)

01/19 Apologies

Apologies received and the reasons for absence approved from Cllr Tim Grace (TG).

02/19 Declarations of interest

None received.

03/19 Minutes of previous meeting

Minutes of previous meeting held on 9th December 2019 confirmed as true record and signed by Chair.

04/19 Summer fun day

Agreed the following regarding the fun day in 2020 to be held on Sunday 14th June 2020:

- Bethel Baptist Church offered to provide refreshments at the event, in the cricket club building: Clerk to contact them thanking them and accepting the kind offer. Church also to provide giant Jenga and other games.
- Relevant booking forms have been received from the Parks Department: Clerk to complete these and send with cheque for booking fee.
- SL reported that she is still investigating the borrowing of deckchairs/parasols with City Park Custodians; SH reported that he investigated borrowing other seaside related items however this was not successful.
- SL reported that the life boat has been booked for the day, and that Air Ambulance have been informed of the date for their consideration.
- Agreed not to take a deposit for stalls from charities.
- SL reported that she has located a Punch and Judy performer for £150: SL to contact them again to determine whether they could provide a politically correct performance.
- SL reported that she has also located a balloonist, at a cost of £45 per hour: agreed to book the balloonist with a deposit of £20.
- SL reported that she has received no response to her request for a fortune teller: agreed that BP to act as fortune teller for the event, Clerk to purchase costume/ accessories.
- BP to liaise with the ice-cream van regarding attendance.
- Clerk reported that the Parks Department have approved donkeys at the event, as long as the correct insurance and risk assessments are in place and the Parish Council cover the cost of any reinstatement of damaged grass area: Clerk to investigate donkeys for the event.
- PL reported that the Scouts will be involved wherever necessary, that they can provide two tents for the day, and that the pre-school wish to support the event also.
- Clerk reported that awaiting a response regarding the attendance of Diddy Dennis fire engine: Clerk to continue to investigate this, as well as the hiring of a candy floss machine.
- Clerk to contact police for attendance.
- Clerk reported that the school have agreed to ask the children to design a picture for the event based on the 'sandy/beach' theme, the winner to be chosen by the Parish Council and used on the advertising flyer: agreed that the competition for the flyer design to have a prize for each year (£20 book token), therefore seven designs would be chosen to be printed to advertise the event, with their picture design on one side of the flyer and the summer event details on the other. Clerk to continue to liaise with the school accordingly, with a view to printing and delivering the flyers at the end of April.
- Clerk to contact Paul Hudson, local weatherman, to determine whether he is available to open the event.
- Clerk to continue to investigate portaloos, which can be delivered and collected on the day.
- Clerk to contact paramedic for attendance.

- Clerk to contact St John's Ambulance to request attendance for stall and patrolling on the day.
- Clerk to liaise with local handyman and the Parks Department regarding the building of a temporary sand-pit on the day.
- Update on brass band and walkie talkies to be provided by TG at the next meeting.
- Agreed not to seek a burger van.
- SH to facilitate a South Asian food stall, including vegetarian food: Clerk to purchase two hostess food warmers.
- Stalls confirmed: food stall, hook-a-duck (Chair to organise prizes nearer the time), Marie Curie, RNLI.
- Possible stalls: Air Ambulance and St John's Ambulance, sweet stall and jewellery stall: SL to contact to determine availability of latter, and to put out a call for expressions of interest for a further four stalls.
- Cricket club and football club to provide nets.

06/19 Items for next agenda

Fun day to be discussed again, including decisions on four further stalls.

07/19 To note the date, time and venue of next meeting

Next meeting of the Parish Council Events Committee due to be held on Monday 10th February 2020 at 6.30pm in Bethel Baptist Church, Sandy Lane.

There being no further business, the Chairman closed the meeting at 7.30pm.

Actions:

- Clerk to complete the Parks Department booking forms and send with cheque for booking fee.
- Clerk to contact Bethel Baptist Church to accept the kind offer of refreshments on the day.
- SL to continue to investigate the borrowing of deckchairs/parasols with City Park Custodians.
- SL to contact the Punch and Judy performer again to determine whether they could provide a politically correct performance.
- Clerk to purchase a fortune teller's costume and accessories.
- Chair to contact ice-cream van to request attendance.
- Clerk to investigate donkeys for the event.
- Clerk to continue to investigate the attendance of 'Diddy Dennis' fire engine, as well as the hiring of a candy floss machine.
- Clerk to contact police for attendance.
- Clerk to continue to liaise with the school regarding the advertising flyer for the event, with a view to printing and delivering the flyers at the end of April.
- Clerk to contact Paul Hudson, local weatherman, to determine whether he is available to open the event.
- Clerk to continue to investigate portaloos, which can be delivered and collected on the day.
- Clerk to contact paramedic for attendance.
- Clerk to contact St John's Ambulance to request attendance for stall and patrolling on the day.
- Clerk to liaise with local handyman and the Parks Department regarding the building of a temporary sand-pits on the day.
- Update on brass band and walkie talkies to be provided by TG at the next meeting.
- Clerk to purchase two hostess food warmers.
- SL to contact to determine availability of sweet stall and jewellery stall, and to put out a call for expressions of interest for a further four stalls.
- Chair to organise prizes for hook-a-duck nearer the time.