



PAULTON PARISH COUNCIL

Minutes of the Events Committee meeting held on
Tuesday 20th June 2022 at 6.00pm held in the meeting room at the Village Hall, Paulton.

PRESENT: Councillors A Lyons (Chair), L Hardman, C Mitchard, H Kingman and A Pitt

IN ATTENDANCE: Carol Hall – Clerk and Tracy Lamb – Deputy Clerk/Finance Officer

22.1 PUBLIC PARTICIPATION

That in accordance with Standing Order 3 members of the public be permitted to address the Chairman on questions and observations upon matters within the jurisdiction of the Council.

There were 3 members of the Royal British Legion present as members of the public, to offer support to the existing British Legion members in the area and to the Council for the remembrance weekend events.

22.2 ELECTION OF CHAIRMAN 2022/23

To elect a Chairman for the ensuing municipal year.

There was 1 nomination.

Resolved – that Councillor A Lyons is elected Chairman of the Events Committee for the municipal year 2022/23.

22.3 ELECTION OF VICE-CHAIRMAN 2022/23

To elect a Vice-Chairman for the ensuing municipal year.

There was 1 nomination.

Resolved – that Councillor H Kingman is elected Vice-Chairman of the Events Committee for the municipal year 2022/23.

22.4 APOLOGIES FOR ABSENCE

Apologies were received from Councillor H Warren

Absent : Councillor Z Escott

22.5 DECLARATIONS OF INTEREST

To receive any Declarations of Interest under Paulton Parish Council's Code of Conduct (adopted on 16th October 2012) issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464.

Cllrs A Lyons (Chair) and L Hardman declared they were members of Party in the Park

22.6 CONFIRMATION OF MINUTES

That the minutes of the Events Committee meeting held on 12th April 2022 to be approved as a correct record and signed by the Chairman.

Resolved – that the minutes of the meeting held on 12th April 2022 were confirmed as a true record and signed by the Chair.

22.7 CHAIRMANS REPORT

The Chairman of the committee for 2021/2022 gave a verbal report on activities and events since the last Council meeting.

22.8 REMEMBRANCE WEEKEND

To note the observations, below, from last year's event and discuss and agree the requirements for this year

Dressing of the graves, of which there are 5, – 12th November 2022 at 11:00am

Resolved :

- a. To display posters in addition to publicising the event on the website and social media, to include that there will be a collection for the Poppy Appeal
- b. To liaise with the representative from the RBL with regards to the preparation for the Ceremonial Commander so they are able to guide the young people, including meeting with them at the cemetery prior to the day
- c. To give the Army Cadets advance notice with a save the date invitation
- d. To request the services of the same bugle player as last year for the last post and reveille

Remembrance Sunday – 13th November 2022

Resolved :

- e. To request more volunteers to hand out service sheets and boxes of sheets for people to help themselves
- f. Road Closures to be reviewed, with details to be provided of who is covering each aspect, to include Ham Lane
- g. Letters to be sent to residents of Ham Lane detailing the closures
- h. Cllrs Lyons and Hardman to provide a plan of the areas to be given letters and how they will be divided up for delivery purposes with delivery to be in September

- i. Cllr Hardman to contact the local PCSO to ascertain if they are able to help with communicating details of the event to the Police
- j. The service is to take place outside
- k. Service sheets are to be available in boxes, a shorter version to be provided in the event of inclement weather
- l. To Liase with the RBL to provide British Legion collection buckets
- m. To liase with the RBLto make arrangements for leading the parade, at 2:45pm, and organise the order of its participants
- n. Microphones to be provided by Cllr Pitt
- o. That the Chairman of the Council be asked to read out the Roll of Honours.

22.9 CHRISTMAS EVENT Saturday 3rd December 2022

To note the observations, below. from last year's event and discuss the requirements for this year

Resolved :

- a. To defer the decision on who will switch on the Christmas lights until the next meeting
- b. The cost of the participating market stalls for 2022 to be £15 each
- c. To defer who will be Santa until the next meeting
- d. More background music is to be played and more announcements to be made during the event with coverage of speakers to be over a wider area. It was noted that an electricity supply would be needed along with a PRS licence
- e. To investigate options for more food providers to be present with more diversity of options
- f. For the car park area to be utilised more
- g. Not to have activities, such as dancing, in the hall due to access and space issues
- h. To have food in the car park of the Wesley hall with the road block to also be in this area

22.10 DATE OF THE NEXT MEETING

The date of the next meeting to be on 13th September 2022 **at 6:00pm.**

Meeting ended at 6:50pm

Signed:(Chair) Date: