



PAULTON PARISH COUNCIL

Minutes of the Events Committee meeting held on
Tuesday 10th January 2023 at 7.20pm held in the meeting room at the Village Hall, Paulton.

PRESENT: Councillors A Lyons (Chair), A Pitt, H Warren and H Kingman

OFFICER PRESENT: Francesca Pridding – Locum Parish Clerk

Minutes

1 - APOLOGIES FOR ABSENCE

To note any apologies for absence.

Councillors L Hardman and C Mitchard

2 - DECLARATIONS OF INTEREST

To receive any Declarations of Interest, including Disclosable Pecuniary Interests (DPI) on the agenda under Paulton Parish Council's Code of Conduct (adopted on 30th November 2021) issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464.

None

3 - CONFIRMATION OF MINUTES

To receive and approve:-

Minutes of the Events Committee Meeting of Paulton Parish Council held on 8th November 2022

Resolved to approve the Minutes with Councillor Kingman proposing and Councillor Pitt seconding the motion

4 - BUDGET

To consider the 2023-2024 budget for Events, to be referred to the full Council for approval

Resolved to recommend that the Council changes the budget heading from IT Costs and Support to Promotional Material and allows a budget of £3000 for the year 2023/24 and that the Events budget for 2023/24 be set at £2000 with Councillor Lyons proposing and Councillor Warren seconding the motion.

5 - EVENTS DEBRIEF

To consider the outcome of the events since the last meeting.

It was noted that all the recent events had been a success; Dressing the Graves, Remembrance Sunday and the Christmas Light Switch-On

There were suggestions for improvements for next year those being:-

Dressing the Grave

- The poppy garland in place last year was missing this year and would be nice to have
- A later start between 10:30 and 10:45 would be better to save hanging around

- Reps of Scouts and Cadets to be invited to event planning meetings
- Rehearsal with young representatives
- And adult should stand at the graves with young people
- Collection box for Poppy Appeal should be passed around

Remembrance Sunday

- More liaison with the police to prevent over staffing the road blocks
- Roll of Honour to be read using the PA system

Christmas Light Switch-On

- Emails to be checked in advance of the event to ensure no cancellations have been overlooked
- Stalls to be allocated
- Attention to be paid to sufficient disabled access in the precinct
- More volunteers needed for the road closures and for individuals to be relieved every 45 minutes
- Clarify the road closures and licence requirements with local traders
- New gazebo, throw or rug and Christmas tree needed for Santas Grotto
- Roving microphone would be useful
- Move the musicians to the 'triangle area'
- Music should continue after light switch on to encourage a party atmosphere
- Admin Staff didn't have the opportunity to leave their post and this should be remedied
- Ensure that the placement of the stalls doesn't restrict access to public bins.

Councillor Pitt left the meeting at 8:05pm

Meeting ended at 8:11pm