

Minutes from the Events Committee meeting held on Thursday 19<sup>th</sup> July 2018 at 7.00 pm

Present – Councillors L Hardman, J Luxton, A Lyons, M Stevens and H Warren.

In attendance - Jo Swift (JS) and Fiona Gardiner (FG) (Admin)

		<b>Actions</b>
100.	<b>Apologies for absence</b>  Councillors G Dix.	
101.	<b>Declarations of Interest</b>  There was none.	
102.	<b>Public Participation</b>  There was none.	
103.	<b>Confirmation of minutes</b>  <b>Resolved</b> – that the minutes of the meeting held on 16th May 2018 were confirmed as a true record and signed by the Chairman.	
104.	<b>WWI Event - 10<sup>th</sup> November 2018</b>  (i) It was agreed that all Councillors should read the advice from Avon and Somerset police and sign to say that they have done so.  (ii) An update was provided by Fiona. The following have been contacted:  Radstock Museum Caterers for Jacket Potatoes and Cornish Pasties – Fiona has made contact with a few companies already. Natural Theatre Company have been in touch with Anne Miall regarding war hospital PIP regarding poppies Natural Theatre Company in touch with PADS  Refreshments - hall to be open for refreshments. The following to be asked to cater at no cost to the Council (in order - Methodist Ladies, PTA, Ladies Circle and any other similar organisations if necessary. Mark to be asked how many to cater for.  Car Parking – Councillor Terry Bridgeman to be contacted for additional parking at the Methodist Church.  <b>Resolved</b> – that Mark Bishop from the Natural Theatre Company is asked to attend the next meeting.	<b>JS</b>          <b>FG</b>      <b>FG</b>   <b>JS</b>
105.	<b>Remembrance Sunday – 11<sup>th</sup> November 2018</b>  Fiona has typed up a roll of honours in a larger size font and laminated it.  Both Churches to be contacted to confirm which one it will be held at this year due to Guy Edwards leaving. Dave Hamblin to be contacted regarding the 'role of honour' to see who	<b>FG</b>

	<p>will be reading them out.  Anne Lyons will contact Paulton Brass Band  Road closures letter to be delivered in August.  2 wreaths to be ordered (Double Hills and WW1).  The usual First Aid cover to be organised.</p>	<p><b>FG</b>  <b>AL</b>  <b>FG</b>  <b>FG</b>  <b>FG</b></p>
106.	<p><b>Christmas Event – 24<sup>th</sup> November 2018</b></p> <p>An update was provided – see attached.</p> <p>First Aid cover will be covered by Fiona, after confirming that her recent qualification covers events.</p> <p>John Turner has agreed to be Father Christmas. Children will be elves.</p> <p>Poster regarding the car parking in that area will be put up in the Co-op and notes to be issued on cars parked informing them about the road closure.  Ashleigh Close – card reminders about the road closures to be issued the day before (Thursday 23<sup>rd</sup> November).</p> <p>Christmas Window Competition – to an item on the next agenda</p> <p><b>Resolved:</b></p> <p>(i) That Darren Stevens provides the radios on the agreement that is to be received in writing, that the Parish Council will not be held responsible for any loss or damage and that he does some time on the road closures.</p> <p>(ii) That the cost of the stalls will be £15 including VAT and will be provided on a first come first served process on receipt of completed forms and payment. Fiona will allocate the position of each stall.</p> <p>(iii) That the Co-op can have a table, free of charge, in the precinct area.</p> <p>That the competition will be a reindeer themed one and that draft sample will be brought to the September meeting.</p>	<p><b>FG</b></p> <p><b>FG</b></p> <p><b>JS</b></p>
99.	<p><b>Date of the next meeting</b></p> <p><b>Resolved-</b> that the date of the next meeting is 20<sup>th</sup> September 2018 at 7pm</p>	

**The meeting finished at 8.10pm**

**Signed by Chairman.....Date.....**