

Minutes from the Events Committee meeting held on Thursday 6th December 2018 at 7.00 pm

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

In attendance - Jo Swift (JS), Fiona Gardiner (FG), Paul Davison (PD) and Mark Bishop from The Natural Theatre Company.

		Actions
126.	<p>Apologies for absence</p> <p>There was none.</p>	
127.	<p>Declarations of Interest</p> <p>There was none.</p>	
128.	<p>Public Participation</p> <p>Mark spoke under agenda item 3</p>	
129.	<p>Confirmation of minutes</p> <p>Resolved – that the minutes of the meeting held on 18th October 2018 were confirmed as a true record and signed by the Chairman.</p>	
130.	<p>WWI Event – 10th November 2018</p> <p>(i) The budget was overspent by £51 due to having to get some posters produced to get the event advertised and refreshments were purchased to top up what had been donated by the Co-op.</p> <p>(ii) <i>Mark gave feedback on the event:</i></p> <p>He was pleased with how the day went, especially considering the weather. The final edit of the film has now been received and it will be passed on shortly. The final numbers that attended the event where postcodes were taken was 273, however more attended the event. People came from a lot of different local areas. The amount of money raised was impressive and Paulton Band donating £100 to the British Legion Poppy Appeal was excellent.</p> <p>Mark will put an evaluation sheet together for the event and pass onto the committee.</p> <p>The silhouettes are the Parish Councils, Mark can keep, or the PC can keep. This needs to be given some thought. The tapestry needs to be displayed and this needs to be decided before the end of January and NTC will put it up and make it an official hand over with the press etc.</p> <p><i>Committee feedback:</i></p> <p>It would have been good to have had posters earlier and more marketing.</p> <p>Letters of thanks to be sent to those that helped on the day. Everyone thought it was very successful.</p>	<p>FG</p>

131.	<p>Remembrance Sunday – 11th November 2018</p> <p>(i) The budget was underspent by approximately £200.</p> <p>(ii) Feedback was that overall the day went well.</p> <p>The order is – British Legion, Parish Council, Serving Members and Veterans.</p>	
132.	<p>Christmas Event – 24th November 2018</p> <p>(i) The expenditure, to date, was noted.</p> <p>(ii) <i>Feedback:</i></p> <p>Overall it was a good event. Road closures worked well this year, it was felt that the advertising of the road closures was much improved. It was suggested that committee members should not be on the Red Lion post due to not being able to see the event.</p> <p>13 tables booked but only 10 came and paid. This was the same amount as last year, it was thought there was more of a variety of stalls. Wesley Hall had 6 more tables, it was very busy. Everyone seemed to do well. Stalls need to pay in advance and possibly earlier.</p> <p>Co-op made money for Charity. PPC table worked well for lost children etc. Lost child policy has been written and will go out to the committee.</p> <p>Santa's grotto was popular, but it was a bit cramped, so this may need to be looked at. It had been mentioned that it would be good if FC and the elves could come out and mingle in the crowds.</p> <p>Prize giving is too late, and it wasn't very successful, so it will be dropped for next year.</p> <p>Lightening – one rubber strip was missing and there were H&S concerns. The company left wires uncovered and created a trip hazard. The owner will be spoken to about this.</p> <p>Sound system was excellent.</p> <p>Band to be booked asap as they are wanted for next year for the last Saturday in November – 30th this will be confirmed at the next meeting.</p> <p>A suggestion was given that a Christmas tree could be planted in the park. If one of the trees in the park needs to be replaced, could it be replaced with a Christmas tree. Then if the event was done in the park, there would be no road closures. The market stalls could go in the tennis courts and the floodlights could be on which may be enough lighting. There would be no requirement for volunteers, the village hall could be used, and the back could be the Santa's Grotto. The village hall car park could be used for food vans etc. Costs would be sufficiently reduced. The tree area could be fenced off due to possible vandalism. The gum trees could be decorated at the War Memorial.</p>	<p>FG</p> <p>FG</p> <p>FG</p>

	<p>It was agreed to put this suggestion on the next agenda to discuss further with the possibility of doing it next year.</p> <p>Thank you letters to be done asap</p> <p>Window Dressing Competition:</p> <p>Judging will be done on 10th December at 7pm Prize giving will take place on 13th December at 11am Hampers to be purchased from Farrington Farm Shop £50, £30 and £20 Cards for the prize giving to be done in the office The press has been contacted and are going to do an article/photo</p>	<p>FG</p> <p>Linda Quinn</p>
133.	<p>Future dates of meetings</p> <p>Resolved- that the next meeting will be on Thursday 31st January 2019</p>	

Meeting ended at 8.10pm

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