

**Minutes - Events Sub-Committee meeting**

Held at St Peter's Rooms on Tuesday 17<sup>th</sup> October 2017 at 1:30 p.m.

**Membership**

A J Noble - Chairman  
Mrs A Auckland  
Mrs M Robinson  
P Reedman  
Mrs D Stirland – Co-opted

Persons absent are marked 'A'

Persons representing the Parish Council on other business are marked 'O'

Also in Attendance

M Lowe

Member of the Public

ES. 17/10/01 Apologies for Absence

Councillor J Noble – in the absence of John Noble Councillor Mrs M Robinson was elected Chairman for the meeting.

ES. 17/10/02 Declaration of Member's Interests and Dispensations for non-participation

None declared

ES. 17/10/03 To confirm the minutes of the meeting held 19<sup>th</sup> September 2017

The minutes were confirmed and signed by the Chairman

ES. 17/10/04 Action Update

An update on actions resulting from recommendations had previously been circulated.

Members noted this information.

Mrs M Robinson raised the issue of help on the day of the Christmas Fayre to move tables and setting up and taking down, as the Grounds staff would not be available on the day to assist. A request would be sent out to Parish Councillors for assistance.

Action

PCO =  
Parish  
Council  
Office

PCG =  
Parish  
Council  
Ground  
staff

ES. 17/10/05 Motion for Adjournment

M Lowe representative of St Peter's Church were present. Raised the participation of the Church with the Parish Council for the Christmas Fayre.

Committee in Session

ES. 17/10/06 Purchase of Tables

The Parish Council purchased of 12 six feet folding tables for the Christmas Fayre in December 2016. The tables were lightweight and easy to transport. Other tables were used from St Peter's Rooms and Elms Park and were used to make up the remaining tables required for the Christmas Stalls. The tables from St Peter's Rooms were a lot heavier and more difficult to transport.

Tables can be purchased at a cost of £329.90 excluding VAT and the cost can be met from the budget for the Christmas Fayre of £1,500.

**Resolved** that 12 six foot folding tables are purchased at a cost of £329.90 from the Christmas fayre budget £1,500.

ES. 17/10/07 Charging for the Wakes and Charities

The Parish Council hired the section of the Village Green with water and electricity to David Cox Amusements for the 'Wakes' as part of the Christmas Fayre in December 2016. The charge was £210 plus VAT (£252 including VAT) and £40 plus VAT (£48 including VAT) for electricity and water.

Charity Stalls were charged £35 if the stall was indoors at St Peter's Church and St Peter's rooms and free of charge in Project. Project Body is not available this year.

The charges were determined.

**Resolved that** the charges for David Cox Amusements will be £210 plus VAT (£252 including VAT) and £40 plus VAT (£48 including VAT) for electricity and water. The charge for Charity Stalls will be £35 if indoors at either St Peter's Rooms or St Peter's Church of free of charge on the High Street.

ES. 17/10/08 Social Media Advertising – Christmas Fayre

A request to spend £45 on advertising social media for the Christmas Fayre was made.

**Resolved that** the expenditure of £45 was approved to be spent on social media advertising.

ES. 17/10/09 Items for next Agenda

Holocaust Memorial Day  
Budget for Summer and Christmas Fayres 2018/19

Date of Next Meeting: 7<sup>th</sup> November 2017 1:30pm St Peter's Rooms  
Meeting closed at 2.20pm

A handwritten signature in blue ink, appearing to read 'M. Robson', is written in a cursive style.

Committee Chairman

