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**Minutes of the Community Events Committee Meeting, Held on Monday February 28th 2022.
 at 6.15pm Parsons Meade Community Centre**

Members Present: Councillors Linda Hook, Kathryn Barker, Mavis Wilmshurst(from 7.15) Katie Macey
 Rev Griffiths, Carolyn Stone, David Stone, Phil Foster.

Also present – Fiona Young (Clerk)

Item no	
22/008CE	Resolution to co-opt Cllr Moore as a Committee Member It was Resolved to co-opt Cllr Moore onto the Committee.
22/009CE	To receive any apologies for absence and approve reasons for absence None received
22/010CE	To receive any pecuniary and non-pecuniary Declarations of Interest in respect of items on the agenda None received
22/011CE	Resolution to approve the minutes of the last Committee meeting on January 31st 2022 It was Resolved to approve and sign the minutes
22/012CE	Clerk to confirm actions from previous meeting including deposits paid The Clerk confirmed that deposits for a marquee, an inflatable maze and a band had been paid.
22/013CE	Jubilee Event i. Update regarding activities and suppliers Cllr Wilmshurst reported that the Moulton 77 Brass band have been booked for an hour, she has also been looking at two soft play options for children, a ball pit and a giant connect 4. Cllr Macey agreed to look for a children's entertainer. Morris Dancers have also been provisionally booked. Rev Griff is investigating a climbing wall. Cllr Hook spoke with Welland Valley Football Club and they have offered the use of some gazebos and a marquee, there is also the possibility that they may hold a Penalty Shoot out game for children on the event day. The council thanked the football club for its support.

	<p>At the moment it is proving quite difficult to get quotes for medical support for the event, Cllr Hook has approached St Johns ambulance as well as a couple of private first aid providers. The Clerk said that she would approach a contact she has in emergency medical care and see if she can get some costings.</p> <p>ii. Budget update Cllr Hook reported that it is becoming difficult to source items for the event as many are now booked, it became apparent that a second smaller marquee would be needed to house the bands that are performing during the day. Due to the shortage of marquees it was necessary to secure the second smaller marquee in between meetings. It was reported that 10 on site toilets have been booked this includes one disabled toilets. There was some discussion regarding public liability insurance for stall holders, Cllr Hook agreed to investigate.</p> <p>iii. Review of the draft event site plan and resolution to submit the plan to West Northants Council with any amendments as agreed. After some discussion and with some small amendments it was Resolved to submit the draft event site plan to WNC.</p> <p>iv. Review of the draft event management plan and resolution to submit to WNC with any amendments as agreed. After some discussion it was Resolved to submit the event management plan.</p> <p>v. Review of the event risk assessment and resolution to submit to WNC with any amendments as agreed. Cllr Colin Moore had provided the event risk assessment as he has a lot of experience with providing similar reports. It was Resolved to submit the risk assessment.</p> <p>vi. To discuss the options regarding the PA system Following some lengthy discussion regarding whether to buy or to rent a PA system it was agreed that more information was needed. Cllr Hook would do some more research and it was agreed that if purchasing a system was required that this would be discussed at a main council meeting because of the value of a system.</p>
22/014CE	<p>Date of next meeting It was agreed that a date would be agreed in between meetings.</p>