

## **Minutes of Community Event Committee held on Monday 3rd April 2023 at 6.30pm in Parsons Meade Community Centre**

**Present:-** Committee members : Cllr Hook (chair) Cllr Barker, Cllr Moore, Cllr Wilmshurst, David Stone, Phill Foster  
Others : Matt Barker,

**23/11CE** Apologies – Clerk, Fiona Young, Rev Griff

**23/12CE** No declaration of Interests

**23/13CE** Minutes of 6th March 2023 agreed.

### **23/14CE Coronation weekend discussion - update**

- Coronation 6<sup>th</sup> May – There will be a big screen in the Church showing the ceremony. There will be no major event in the Church
- 7th May Street parties, Council to support these events on social media
- 8<sup>th</sup> May – Volunteer day, FWHP litter pick
- Generally a low key event, bunting at the park entrance
- Explore costs of flags to be hung from lamp posts within the parish, quote for 100 flags, Ladybridge Drive and Hunsbury Hill Road, Mavis to count the number of lamp posts
- Explore other options - David Stone

### **23/15CE 2023 Fireworks event**

Lengthy discussion on all aspects of the event, final decision to be made by full council on type of event

#### 1. a) Timings

Booked for Saturday 4<sup>th</sup> November, Fireworks to be launched at 7:30pm gates open at 6pm.

#### b) Food vendors

In place by 5:50pm

Coffee - 2 vans plus food

Hog Roast still TBC

Consider Fish and Chip van - cost, availability

c) Security

4 people - 4 hours, £280.

Same provider as Jubilee event

d) Entertainers

Fire eaters at a cost of £300 for 30 mins, confirmed

e) Public address system

£2640 for system, lighting, generator, radios (12)

Previous experience of working with firework company

Site review completed

Additional lighting for H&S reasons in particular car park and entrance

f) Other relevant issues

- Much more lighting is required and stewards for car parking
- Expect 1000 people at the event
- Segregation of public from fireworks - rope to be provided
- Risk assessment by Cllr Moore after firework company risk assessment
- Amazon glow sticks for children
- Decision asap by full council as to size and scope of event

**23/16CE Community events Budget**

Costs have increased in various areas from original plans. Need an additional £3,000 from council reserves to cover all costs.

Will look for sponsorship of the event to help with costs, confirm with full council

**23/17CE Discuss any future events in 2023**

**Speed Watch**

More people needed - 3 per session

To happen in May

Training on line

Confirm availability to councilor Hook

Post on facebook for volunteers

October 20th Quiz Night - Church - FWHP/WI

**23/18CE Date of next meeting**

5th June 6:30pm Parsons Mead Community Centre