



Heybridge Parish Council

Minutes of the meeting of the **EVENTS COMMITTEE** of the Parish Council held on **THURSDAY 10th March 2016** at Plantation Hall, Colchester Road, Heybridge.

PRESENT

Chairman:	Gary Young
Councillors:	Simon Burwood, Dr Michael Blyth,
Officers:	Amanda Hilton - Assistant
Public:	None present

In the Chair: Cllr. Young

The meeting commenced at 7.30pm

- 15/452** **Apologies for absence**
Apologies received from Cllr Richard Perry, Cllr Michael Edwards, Cllr Lew Schnurr.
- 15/453** **Chairman's Announcements**
None
- 15/454** **Minutes**
The minutes of the Events Committee meeting held on Thursday 11th February 2016 were received. It was noted minute number 14/416 be amended due to grammar error.
- It was **RESOLVED** that the Minutes of the Events Committee meeting held on Thursday 11th February 2016 be approved and confirmed as amended.
- 15/455** **Declarations of Discloseable Pecuniary Interests, Other Registerable Pecuniary Interests, Registerable Non-Pecuniary Interests.**
None to disclose
- 15/456** **Public Participation**
None

- 15/457** **Heybridge Quiz Night – 19 March 2016**
- i) The action plan was reviewed and admin confirmed we have 7 teams booked. Cllr Blyth confirmed he will do the house keeping talk at the start of the evening, Admin to draw up some guidelines to include 'in the event of a fire etc'
 - ii) Cllr Young and Cllr Burwood agreed to carry out a Risk Assessment on the night.
- 15/458** **Vintage Dance – 20th August 2016**
- i) The action plan was reviewed. It was RESOLVED to allocate 50% of the tickets to Council and the other to Cactus Productions.
- 15/459** **Community Festival -31 July 2016**
- i) The action plan was reviewed and updated. Cllr Young asked that when an action is completed the plan reflect this.
 - ii) It was RESOLVED no full programmes would be printed but a Programme of Events would be printed in house.
 - iii) The Art Exhibition was discussed and it was RESOLVED that Heybridge Primary School be contacted as the sole participants.
 - iv) Cllr Young asked that we advertise the event as earlier as possible in the Maldon and Burnham Standard.
 - v) It was RESOLVED not to have a Jingle to advertise on the radio.
- 15/460** **Other Events 2016**
- i) Stall arrangements for Heybridge Primary School Summer Fair
Cllr Blyth and Cllr Burwood agreed to represent Council at this event. It was agreed not to have a stall. They will mingle.
 - ii) Fundraising events. Deferred to next meeting
 - iii) Cllr Young brought to the attention of the committee a suggestion from the Clerk of other events to consider for the future.
Members felt that at present we do not have enough man power to organise other events alongside those already planned.
- 15/461** **Events budget**
- Cllr Blyth suggested the report be made simpler with an income and expenditure column and that these reports are an item on the agenda for all meetings irrespective of any changes.
- 15/462** **Future Meetings**
- The next Parish Council Meeting will be held on Thursday 17th March 2016 at 7.00pm.
- The next meeting of the Planning Committee will be held on Thursday 7th April 2016 at 7.00pm

The next meeting of the Events Committee will be held on
Thursday 14th April 2016 at 7.30pm.

The Chairman closed the meeting at 9.00pm

Signed by Chairman
DATED: