



Heybridge Parish Council

Minutes of the meeting of the **EVENTS COMMITTEE** of the Parish Council held on **THURSDAY 9th JULY 2015** at Plantation Hall, Colchester Road, Heybridge.

PRESENT

Chairman: Dr. Michael Blyth

Councillors: Gary Young, Mike Hall, Prof Lew Schnurr

Non-Council Members: PCSO Bishop

Officers: Laurie Wiebe – Clerk
Amanda Hilton - Assistant

Public: Paul Antonio, Lou Blackwell (SAINT FM)

In the Chair: Cllr. Dr. Blyth

The meeting commenced at 7.30pm.

15/93 **Apologies for absence**
Apologies were received from Cllrs Perry and Edwards.

It was **RESOLVED** to approve the apologies.

15/94 **Chairman's Announcements**
The Chairman thanked Cllr. Young for chairing the last meeting. There were no other announcements.

15/95 **Minutes**
The minutes of the Events Committee meeting held on 11th June 2015 were received.

It was **RESOLVED** that the Minutes of the Events Committee meeting held on 11th June 2015 be approved and confirmed.

15/96 **Declarations of Discloseable Pecuniary Interests, Other Registerable Pecuniary Interests, Registerable Non-Pecuniary Interests.**
None.

15/97 **Public Participation**

It was agreed that members of the public would join in during the Community Festival discussions.

15/98 **Community Festival 2015 – Sunday 26 July 2015**

- i) Members reviewed the Action Plan for Heybridge Community Festival 2015 and added additional actions.

- ii) Members considered if additional meetings should be scheduled leading up to the Festival.

- iii) Members considered the allocation of jobs, layout of the Playing Field and Plantation Hall, and any other final arrangements.

It was **RESOLVED** that:-

- i) Informal meetings would be arranged offsite before the Festival;
- ii) Allocation of jobs would be:-
 - a. Marquee setup – G. Hilton, T. Percy, P. Antonio, and Cllr. Young;
 - b. Children’s Activities – to be arranged by the Primary School;
 - c. First Aid – Relief Caretaker;
 - d. Litter picking – shared out throughout the day;
 - e. Risk Assessment – Cllr. Edwards; Relief Caretaker;
 - f. Walkie Talkies – Cllr. Prof Schnurr to provide 2;
 - g. Raffle Draw – Cllr. Dr. Blyth
 - h. Councillor Stall – Cllr. Hall between 12pm and 2pm; Cllr. Young between 2pm and 4pm;
 - i. Portaloos – Cllr. Young
 - j. Car Park Marshal – Day Caretaker
 - k. Stall Holder Coordinators – Evening/Weekend Caretaker and Cllr. Edwards

15/99 **Other Events**

Members discussed other events:

- i) *Maldon Blackwater Rotary Picnic and Senior Citizens Strawberry Tea – 12 July 2015*

It was noted that the event had to be cancelled due to lack of transport. There was general disappointment over the lack of organisation of the event by the Maldon Blackwater Rotary Club. The event had been handed over to Parish Council staff with limited time to organise the event.

It was agreed that Cllr. Dr. Blyth will write to Maldon Blackwater Rotary Club expressing the Parish Council's disappointment that they could not work together on this occasion.

ii) *Christmas Drinks Reception – 4th December 2015*
This item was deferred.

iii) *Community Festival - 24 July 2016*
“Heybridge Parish celebrating 30 years”
This item was deferred.

15/100

Events Budget

The Clerk reported that the budget for Events was £1500 for 2015-2016.

The anticipated expenses had not changed since last meeting.

15/101

Future Meetings

The next Parish Council meeting will be held on Thursday 16th June 2015 at 7:00pm.

The next meeting of the Planning Committee will be held on Thursday 6th August 2015 at 7:00pm.

The next meeting of the Events Committee will be held on Thursday 13th August 2015 at 7:30pm.

The Chairman closed the meeting at 9:42pm.

Signed by Chairman
DATED: