

# **MINUTES OF HEMSBY PARISH COUNCIL EVENTS COMMITTEE MEETING**

The Hemsby Parish Council Events Committee Meeting took place at Bermuda Club, Newport Road, Hemsby on:  
**Thursday 5<sup>th</sup> May 2022 at 7.38pm**

Present: Cllr A Bennett (chair), Cllr M Kern, Cllr Kyriacou (for some of the meeting parts), resident members Gavin & Nicola Rivett, Tina Nudd, Paul Filmer & Katherine Nicholls. Three members of the public also attended.

## **Minutes**

### **1. ATTENDANCE**

Apologies received from Cllr S Bensly. Resident member Corinne Wilson, Lauren Gates. It was noted that Cllr Jan Taylor has sadly resigned from the Parish Council & this committee.

### **2. DECLARATIONS OF INTEREST AND DISPENSATIONS None**

### **3. MINUTES OF PREVIOUS MEETING**

3.1 The minutes of the Parish Council Events Committee Meeting held on **25<sup>th</sup> April 2022 & 5<sup>th</sup> May 2022 were duly agreed & signed by Cllr A Bennett.**

### **4. ADMINISTRATIVE/DAY-TO-DAY MATTERS**

4.1 Resident Member Tina Nudd confirmed that the Clerk had been in contact with her as Norfolk Association of Local Councils (NALC) had confirmed that as the Parish Council do not hold the General Power of Competence then they are not permitted by law to run a café. She will now look at different venues.

### **5. WREATH MAKING WORKSHOPS**

5.1 It is still hoped that one more workshop may be held before the day.

### **6. JUBILEE EVENT**

6.1 It was confirmed by working party, a draft programme of events day-by-day for the Jubilee celebrations is still ongoing, banners have been purchased, bunting has been purchased but further will need to be purchased up to the previously agreed amount, flags have been purchased also, children's goody bags are being arranged by Cllr Bennett with assistance from other committee members who have also donated items to be included, craft activities in the marquee will be held using supplies already held by Cllr Bennett, the rubbish provisions will be black bin bags supplied to attendees, supplied by Cllr Kern, a rope for the tug of war has been donated to Tina. It was agreed to hold a raffle, some prizes already donated & it is hoped that more will be gathered, two non-committee members who attended the meeting offered to sell the raffle tickets as a £1 a strip. Electric supply & PA system to come from the Sports & Social club & it was noted that the Pavilion also now has a double wall mounted external socket (which can be isolated from inside). It was agreed to remove Dom Uppiah from the event as there were several other acts & he had expressed an interest in being released from the event. The trailer for the event was discussed & the clerk obtained during the meeting an alternative source if the first one was not available. One of the stall holders who was going to bring fair ground type stalls is now not able to attend. The football club are also not able to provide any assistance on the day. It was noted that the Lifeboat are holding events on bank holiday Friday & Sunday & there was disappointment that this has happened as the Committee felt tht the community should work together to prevent this happening.

6.2 The current number of stall forms that have confirmed is 22, with another one who has not yet paid their fee.

6.3 The committee members were meeting on Saturday at the playing field to consider the field layout (including stall holder & performers requirements).

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- 6.4 The car parking arrangements / management will also be included in the site visit on Saturday.
- 6.5 The allocation of roles was agreed as Cllr M Kern as first aider (signage to be made for pavilion door. Marshalls – Cllr Bennett, Tina Nudd, Tracy Foster, Gavin & Nicola Rivett.
- 6.6 It was agreed to finalise event risk assessment on the day once the stall at set up, the draft version was agreed in principle as circulated at the last meeting.

## **7. Next meeting**

Consider writing to all organised groups in the village to inviting them to join the events committee & provide a representative for the committee to enable future events to be arranged to avoid date clashes.

Draft