

Southminster Parish Council Events Committee Meeting to be held at Wibblers Brewery, Goldsands Road, Southminster, CM0 7AD

on

Wednesday 24th July 2024 at 15:30

AGENDA

Apologies for Absence.

To receive and approve the Minutes of the meeting held on 19th June 2024.

To determine the Role of the Clerk/RFO in the Events Committee and pass any resolution as necessary.

To discuss whether a second copy of the “Events Folder” is needed and the implications of acquiring a duplicate.

Events Budget.

An update from Cllr. Harrold on sum total and remaining budget for the year.

SPC Health and Well-Being Event.

An update from Cllr. Cleary, in the absence of Cllr. McKee, on the current budgetary forecast and any further information received since the last meeting.

Fireworks Event.

Volunteer recruitment. To discuss current number of volunteers and the total number required for the event.

First Aid recruitment. To appoint four volunteers with the appropriate accreditation.

To discuss replies from St. John’s Ambulance, The British Red Cross and SPC’s Insurance provider on the cost of services requested and the indemnity cover in conjunction with Cllr. Mische’s First Aid qualifications.

To review the current Risk Assessment and pass any resolution as necessary.

Quotations received from entertainers. An update from Cllr. Mische.

To compile a running order and entertainment timings for traders and entertainers.

Current budgetary forecast. An update from Cllr. Harrold.

Fire piquets and signage. An update from Cllr. Fluker

Southminster Music Festival.

Marketing, Publishing and Sponsorship. To decide on the design/brand to use for Southminster Music Festival and pass any resolution as necessary.

To receive an update from the Data Protection Officer regarding the retrieval and deletion of data for SMF (Competitive Festival of Music).

To discuss the draft syllabus of the SMF (Competitive Festival of Music) and make amendments as necessary.

Risk Assessment for SMF (CFoM). An update from Cllr. Wyn Davies.

Christian Copyright Licensing International (CCLI) An update on the existing policy held by St. Leonard's church.

An update on the current budgetary forecast for both SMF and SMF (CFoM).

Christmas Lights. An update from Cllr. Wyn Davies.

Any Other Business.

Date of the next Events Committee Meeting.

Wednesday 21st August at 15:30 at Wibblers Brewery, Goldsands Road, Southminster, CM0 7AD.

