

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

on

Wednesday 16th October 2024 at 15:30

AGENDA

1. Apologies for Absence.

2. To receive and approve the Minutes of the meeting held on 18th September 2024.

3. Matters arising not covered by the following agenda items.

4. To receive and note any declarations of interest:

To disclose the existence and any nature of Disclosable Pecuniary Interests, other Registrable Interests and Non-Registrable Interests relating to items of business on the agenda having regard to paragraph 9 and Appendix B of the Code of Conduct for Members.

5. Fireworks Event Sunday 3rd November 2024.

To receive an update from Cllr. Harrold on First Aid cover.

To receive an update on fire piquets and fire extinguishers.

To discuss and approve the Risk Assessment produced by Cllr. Fluker on behalf of Southminster Parish Council.

To approve the revised Fireworks Event Layout.

To receive an update from Cllr. Wilcox and the Parish Clerk on the purchase of a card reader.

To confirm councillor and volunteer attendance.

To confirm councillor and volunteer roles and responsibilities.

To receive councillor/volunteer acceptance of roles and responsibilities.

Tasks.

(i) Putting bins out before the event

(ii) Collecting bins after the event.

(iii) Erecting posts on the grass (field) for the car park before the event.

- (iv) Removing posts on the grass (field) for the car park after the event.
- (v) Cordoning off the fireworks area.
- (vi) Monitoring wristbands prior to admittance of members of the public near the train station.
- (vii) Monitoring wristbands prior to admittance of members of the public at the main entrance to the King George V Playing Fields.
- (viii) Ushering vendors to their designated pitches.
- (ix) Putting out the fire extinguishers and piquets.
- (x) Removing the fire extinguishers and piquets after the event.
- (xi) Any other role and responsibility not thus far mentioned.

6. Southminster Parish Council Events Budget.

An update from Cllr. Wyn Davies on the income and expenditure relating to the Competitive Festival of Music.

An update on the Income and Expenditure of the Christmas Lights and Christmas Lights Ceremony.

To consider the revised budget from the Parish Clerk on all income and expenditure appertaining to all other events.

7. Remembrance Sunday 10th November 2024.

To receive any updates from Cllr. Harrold.

8. Christmas Lights Sunday 1st December 2024.

To receive any updates from Cllr. Wyn Davies.

To receive an update on sponsorship from Cllr. Fluker.

To receive an update on the support of the Dengie 100 Ladies Group during the carol singing at the Christmas Lights Ceremony.

9. Southminster Music Festival 26th April 2025.

To receive an update on sponsorship from Cllr. Fluker.

To agree the cost for advertising in the Festival Syllabus and pass any resolution as necessary.

An update on school visits from Cllr. Wyn Davies.

To receive an update from Cllr. Fluker on the meeting had with publicans regarding the "live" music performances/gigs.

10. Youth Summer Programme 2025.

To discuss the hire or purchase of a Pump Track for young people in the village for use in the summer holiday.

11. Any Other Business.

Date of the next Events Committee Meeting.

Wednesday 20th November at 15:30 at Wibblers Brewery, Goldsands Road, Southminster, CM0 7AD.

Meinir Wyn Davies

09.10.2024