

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

on

Wednesday 21st May 2025 at 15:30

AGENDA

V3

1. Election of Chairman.

Propose and elect Chairman for Municipal Year 2025-2026.

2. Election of Vice Chairman.

Propose and elect Vice Chairman for Municipal Year 2025-2026.

3. Election of Events Committee Clerk.

Propose and elect Events Committee Clerk for Municipal Year 2025-2026.

4. Co-option of non-council members to the Events Committee.

5. Apologies for Absence.

6. To receive and approve the Minutes of the meeting held on 30th April 2025.

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

8. 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.

9. Southminster Parish Council Events Budget.

To note the current events budget from the Parish Clerk and to receive any further updates.

10. Health and Wellness Event Saturday 13th September 2025.

To receive any further updates from Cllr. M. McKee.

11. Fireworks Event Sunday 2nd November 2025.

a. Review of Risk Assessment and Method Statements.

b. Ticket Cap

c. Event Plan including Time Lines.

d. Event Timetable.

e. Vendors (Food and Retail) Application Form.

f. Invitation to past vendors (Food Vendors).

g. Non-Food and Retail Vendors. To agree Terms.

h. Entertainment

i. Staging

j. Security including marshalling at gates

k. First Aid

l. Volunteers

m. PPE

n. Other matters.

12. Remembrance Sunday 9th November 2025.

To receive further updates, if any.

13. Christmas Lights Sunday 30th November 2025.

To receive any updates from Cllr. M. Wyn Davies.

14. Southminster Music Festival 26th April 2025.

To agree and confirm the date of next year's Competitive Music Festival.

To receive any further updates from Cllr. Wyn Davies.

15. Any Other Business.

Date of the next Events Committee Meeting.

Wednesday 18th June 2025 at 15:30 at Wibblers Brewery, Goldsands Road, Southminster, CM0 7JW.

Meinir Wyn Davies

20.05.2025