CLAYTON PARISH COUNCIL
EVENTS COMMITTEE

MEETING HELD AT CLAYTON VILLAGE HALL – 1ST AUGUST 2016 6.30PM

Minutes

2016/001 **PRESENT**
Councillors; Thirkill, Pitts, Kaushal-Bolland, Hepton and Gudgeon

2016/002 **IN ATTENDANCE**
Claire Hepton, Clerk
1 member of the public

2016/003 **ELECT A CHAIRMAN**
Proposed: Cllr Pitts Seconded: Cllr Thirkill
All in favour
Resolved: That Cllr Pitts be the Chairman of the Events Committee

2016/004 **APOLOGIES FOR ABSENCE**
None

2016/005 **DISCLOSURES OF INTEREST**
None

2016/006 **ADMISSION OF THE PUBLIC**
(Clayton Parish Council Standing Order No 67)

None of the tabled items to be discussed were required to be held in closed sessions.

2016/007 **REVIEW AND ACCEPTANCE OF TERMS OF REFERENCE 2016/17**
Cllr Pitts expressed some concerns about the size of the budget that the committee was responsible for. It was pointed out that the budget figures were that of what full council had already approved.
Amendment to terms of reference – Chairman Cllr Pitts and school achievers award to be added in
Proposed: Cllr Hepton Seconded: Cllr Thirkil
All in favour
Resolved: That the terms of reference were approved with said amendments.

2016/008 **PUBLIC CONSULTATION AND QUESTION TIME**
No questions/comments were received from the members of the public on any matter which was tabled for discussion on the Agenda.

2016/009 **EVENTS PLAN 2016/17**
Forthcoming event – Clayton in Bloom. Vouchers bought. Cllr Pitts to buy the refreshments for the cream tea. Clerk to confirm how many were purchased last year. Cllr Thirkill to set up the VH for the event. Cllr Kaushal-Bolland would be doing a presentation of the gardens via the projector. Cllr Pitts would check with Nigel Saunders to see if he was available to present the awards. Cllr Kaushal-Bolland to buy flower as a thank you to Rowan.
Carols around the tree (17th December 2016) – Clerk to speak with Rowan to see if the Community Choir are available as last year's event was so popular

2016/010 **CHRISTMAS LIGHTS TENDERS**
Clerk has written to three contractors for them to quote for the Christmas Lights. More information to follow

2016/011 **ITEMS REQUIRED FOR PURCHASE**
The paper on the PA system was delivered. Costings had been sought which gave a guideline as to the amount that may be required. Initial costing approx. £322.99. Cllr Kaushal-Bolland to visit the store and check that that one is suitable. PA to be available for use at the Clayton in Bloom event.
Cllr Gudgeon to investigate purchasing the sides to the marquee that was used for the Queen's birthday event. Also looking in to a pop up gazebo. More information to follow at the next meeting.
Also look into purchasing a socket convertor for the Christmas tree socket so that a 13 amp plug is able to be connected.

2016/312 **DATE OF NEXT MEETING**
The next meeting is on Monday 5th September 2016 at 7.15pm

There being no further business the meeting closed at 7.25pm