

CLAYTON PARISH COUNCIL - EVENTS COMMITTEE

MEETING HELD AT CLAYTON LIBRARY – 5<sup>th</sup> March 2018 7.00PM

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Minutes

2018/476

**PRESENT**

Councillors: Cunningham (Chair), Hepton, Thirkill, Vasey, Gudgeon & Pearson.

2018/477

**IN ATTENDANCE**

Claire Hepton, Clerk  
Helen Rankin, Asst clerk

2018/478

**APOLOGIES FOR ABSENCE**

Cllr Pitts were received and approved

2018/479

**DISCLOSURES OF INTEREST**

None

2018/480

**ADMISSION OF THE PUBLIC**

None.

2018/481

**PREVIOUS MINUTES AND MATTERS ARISING**

Minutes from the Events Committee from 5<sup>th</sup> February 2018 were approved and signed as a true record of the meeting.

Proposed: Cllr Gudgeon

Seconded: Cllr Thirkill

All in favour and signed by Cllr Vasey as the committee chairman was absent at the previous meeting

2018/482

**EVENTS PLAN 2018/19**

- **Events Budget**

- £300 – primary school short story competition

- £150 – thank you tea for the library volunteers

- £115 – Best Hanging basket/window box (changed the format of the garden competition. £300 had previously been budgeted for this event).

- Total - £565 of which £300 had already been budgeted for therefore an extra £265 is requested.

- All these expenditure items to be reviewed by full council and are delegated to events committee to allocate funds within their listed events as the committee see appropriate so that the committee does not need to come back to full council to vire funds between Short story and the volunteers for example?

- Task list to be circulated.

- **Garden competition**

- 3 prizes to be awarded – 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup>. £25, £15, £5 respectively.

- Agreed to go ahead with the popular cream tea. Committee would like to invite the Community Choir to perform again. Clerk to liaise with VH for availability.

- Task list to be circulated.

- **Short story competition**

- Committee agreed that the competition should be split into 2 categories – KS1 and KS2. All primary schools would be invited to participate. Max 250 word the theme would be based on their favourite characters' holiday adventures. There would be a boy and girl winner from each school within each key stage with one overall winner. Prized would be awarded in their schools. Need to look for judges which ideally could be a local author.

- Task list to be circulated.

- **Grow a Sunflower/pumpkin**  
Committee agreed to defer this idea for another time.
- **Hanging Baskets**  
Committee agreed for NEET to supply the baskets again as in previous years. They had agreed to hold the price of £25 plus VAT.

Task list to be circulated.

- **Roundabout planting**  
Clerk to double check the invoice with ones previously paid.
- **Library lunch for the volunteers**  
Approx 30 volunteers would be invited to the office in the library for a thank you tea. Quotes to be obtained for food platters. Date and time to be co-ordinated by Helen.

Task list to be circulated.

**2018/483**

**PUBLIC CONSULTATION AND QUESTION TIME/ITEMS FOR NEXT AGENDA**

No items received

**2018/484**

**DATE OF NEXT MEETING**

The next is on Tuesday 3<sup>rd</sup> April 2018 at the library.

There being no further business the meeting closed at 7.50pm