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Minutes of a meeting of the **Blakeney Parish Council 'Events/Party on The Pastures Committee'** which was held on **Monday 28th January 2019 at 5.30pm** in The Parish Office.

Present:- Rosemary Thew, Jenny Girling, Jess Tutt, Alison Wagstaffe, Alison Jewell & Samantha Arlow.

Clerk:- Tracey Bayfield

Public:- 0

1. Apologies for absence – With the Chairman not present for the start of the meeting, the meeting appointed Alison Wagstaffe as Chairman for the evening. Apologies were ***accepted*** from; Shirley Everett & Judith Pegden, attending funeral.

2. Declarations of Interest – Samantha Arlow declared a pecuniary interest in 'Birdies Catering', as is her daughter.

3. It was ***proposed & agreed*** that the **Minutes** of the meeting held on Wednesday 21st November 2018 are signed as a true record.

4. Open Public Session – there were no members of public present.

5. Members were advised that the **Budget** allocated by Blakeney Parish Council was £2,500, and was on the same basis as last year, ie. the aim is to make this event cost neutral to the Parish Council.

6. Bookings – were agreed or further action as noted below.

Music –

Booked: The Soul Traders, Fakenham Brass Band

Outstanding Enquiries:

- Fakenham Ukes.
- Old Wild Rovers.
- Mark Fawcett & Brian Eade.

Stage/Big Top –

Booked: Circus Ferrel and use of the Big Top.

Entertainment –

New: Auction of Promises – Allow a 45 min slot late afternoon – All to be involved in getting prizes and people to pledge their services. Need a great compere for this. Who?

New: Blakeney does Baking – In the Big Top. Judging to commence at around 11.30am ie. after Event Opening & Volunteer Awards. Ask Emma Boubaker, Professional Chef, if she would judge for us: Judy to ask. Categories: 10 years and under (Cupcakes), 10 years

to 18 years (Freestyle), then Adults (Showstopper; anything goes!); 'Show us what you're made of...' Prize; Party on The Pastures apron for each category; order a small, medium and a large; to be designed by AW.

New: Punch & Judy Show – Clerk will make enquiries.

Booked: Wild Encounters, Jonathan Gray (Fair).

Outstanding Enquiries:

- Classic Cars Exhibition – Clerk will follow up.
- Morris Dancing – Ideally 30 min slot – Clerk will follow up.
- Crazy Golf and/or Laser 51.
- Stilt Walker/Fire Show.

Dog Show – JT happy to take care of this whole event.

Food & Drink –

Booked: Seafood Stall, BBQ, Bar, Doughnuts/Candy Floss, Refreshments, Pizza.

Outstanding Enquires:

- Fish & Chips
- Thai
- Crepes

P.A. System & Lighting – Confirm booking with 'Sounds of Norfolk', and note and thank Marty from Circus Ferrel, for agreeing to do the commentary for us.

Stallholders –

- Various applications were presented and approved.

Charity Stalls –

Booked: EACH (East Anglia Children's Hospital)

Outstanding Enquiries:

- East Anglian Air Ambulance
- MacMillan

Publicity – the following points are in addition to previously agreed actions;

- AW happy to work on all material from beginning of March – We would love to have posters once again coloured by the children; and could look in to a prize for overall winner; ie. Party on The Pastures T Shirt, designed by AW.
- See if we can place an advert/mention in the Wells Carnival programme.
- Produce a leaflet with attendees, times etc and do a letterbox drop in village.
- Ask The Blakeney Players if we can fix a banner to the frame they use on The Pastures to promote their summer show.
- Use Social Media more; Instagram etc. SA happy to do.
- Treasure Quest – JT to make enquiries.
- Ask for a shout at The Regatta events, ie. Greasy Pole, Rural Sports etc.

Toilets –

- Look in to hiring smart portaloo(s) – Clerk will make enquires.
- Can Village Hall indoor toilets be utilised – Clerk will make enquiries.

First Aid –

- Use same format as last year – Clerk to sign up volunteers.

Event Programme/Timings –

- Work to same format as last year – tweak at each meeting as need be.

Car Parking –

- Speak with Friary Farm Caravan Park, re. if additional overflow car park is needed – Clerk to action.

Site Plan, Risk Assessments & Insurance –

- Ask TC if he would be happy to assist once again with site plans and marking.

Celebrity Opening & Awards presentation –

- No reply from Bear Grylls team, this was a long shot. Clerk will continue with enquiries as per previously agreed suggestions.

7. There were no items not covered above in relation to the **Event** which need to be addressed this evening.

8. **Date of next meeting** – Monday 4th March 2019 at 5.30pm in The Parish Office.

Meeting closed at 7.10pm.

Chairman _____