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Minutes of a meeting of the **Blakeney Parish Council 'Events/Party on The Pastures Committee'** which met on **Wednesday 24th April 2019 at 5.30pm.**

Present:- Samantha Arlow (Chairman), Rosemary Thew, Jess Tutt, Shirley Everett, Alison Wagstaffe, Alison Jewell & Judy Pegden.

Clerk:- Tracey Bayfield.

Public:- 0.

1. **Apologies for absence** – ***accepted*** from Jenny Girling (*work*).
2. **Declarations of Interest** received;
 - Samantha Arlow – *daughter running a catering unit.*
 - Judy Pegden – *daughter running a catering unit.*
3. ***Resolved*** to accept the **Minutes** of the meeting held on Monday 4th March 2019.
4. **Open Public Session** – No members of public present.
5. **Bookings** – The following were agreed as ***resolved*** or further action as noted below.

Music -

- **Saxophonist – Action:** Need to find him and see if we can book him; shout out on Facebook if need be!
- **Old Wild Rovers** – Judy confirmed all booked via Peter Thompson.

Entertainment -

- **Auction of Promises – Action:** TB - Chase NC once more, and then move on to SC. All monies raised will go to the Community Fund, and hence it shall be advertised in this way. Individuals & Businesses to be approached asking for them to donate time/service/item for auction, information leaflet to be made which can be used to explain. **Action:** AW (flyer) & finding participants **ALL.**
- **Punch & Judy Show** – 3 different shows at a cost of £250, at various times – **Action: TB.**
- **Morris Dancers** – 5 different sides contacted with no success. **No further action.**
- **Norwich Star Wars Club** – Sadly for us they have agreed to attend Beccles Carnival on the same day, and so cannot join us for 2019, but would be very interested in joining us in the future and would either

charge us a basic fee, or would ask for small donations for having pictures taken with the characters by classic Star Wars backdrops and they are happy to mingle with the crown.

- **Classic Cars** – Blakeney Garage will display up to 6 – **Action: TB** – Chase a dedicated booking form.
- Stilt Walkers/Fire Display – All booked.
- Dog Show Sponsorship – **Action: TB & JT.**
- Gray's Funfair – Jonathan Gray will attend and in the absence of John Green, will bring kiddies rides and a stall.
- Face Painting – We will book 'Face n Glitz' for 3 hours, preferably 2.30pm til 5.30pm. P.O.P. will receive the money taken in fees. **Action: TB book.**
- Crazy Golf, Bungee Run & Kids Go Carts – P.O.P. will receive the money taken in fees. **Action: TB book.**
- Treasure Quest – **Action: JT.**

Food & Drink – No further catering bookings accepted for 2019.

- Crepes & Milkshakes proprietor did not reply – **No further action.**

Stallholders & Car Booters –

- Fenspirits Ltd – **Booked** (Adnams are quite happy with this.)
- 5 Car boot pitches booked – Need a push on this.
- School PTFA – Judy will run on their behalf.

Charity Stalls - National Charity Slots now taken

Publicity –

- Official photographer – Cy (Wells Carnival) from 11am to 10pm (£120) – **Action: SA book.**
- Advertising in Carnival Programmes –
 - Sheringham Carnival – 1/8-page coloured advert £49 & Banner on Railing at 3 events £20; **Action: TB book.**
 - Wells Carnival – 1/8-page coloured advert £60 – **Booked.**
 - Cromer – We will leave this now and reconsider next year.

<ul style="list-style-type: none"> ➤ Coasthopper – Happy to put A4 posters on the buses nearer the time, just email them across. Action: TB. • P.O.P. Brand for 2019 – AW has done a beautiful design, which will now form the base for all our advertising, inc. the posters, flyers, itinerary etc. We will not make this a colouring competition this year. Action: Aw & TB. • Social Media – Send logo to Jess and Samantha for Instagram and Facebook use. Action: TB, JT & SA. • Design a T-shirt for the committee to wear on the day, so that they can be easily identified – Wording needed – <i>PARTY ON THE PASTURES!</i> (on the reverse) and <i>BLAKENEY PARISH COUNCIL</i> (small logo on front). Action: AW.
Toilets - Village Hall have agreed that so long as we can organise the locking of the internal doors, then we can utilise their facilities.
First Aid – One main volunteer will now not be able to join us, due to moving away from the area.
Event Programme/Timings – Ongoing
Car Parking - Arrangements finalised
Site Plan, Risk Assessments & Insurance – As in 2018
Celebrity Opening & Awards presentation – Booking confirmed

6. Other items not covered above in relation to the **Event** which need to be addressed this evening or carried forward to the next meeting/agenda;

- Caroline Shepherd volunteered to join the committee – **Resolved** to accept.

7. **Date of next meeting** – Wednesday 22nd May at 5.30pm.

Meeting closed at 7.00pm.

Chairman _____