

Page 22 (2021/22)

Minutes of the **Blakeney Parish Council 'Events/Party on The Pastures Committee'** which was held on **Wednesday 9th June 2021 at 6pm** in The Scout Hut.

Present:- Samantha Arlow (Chairman), Rosemary Thew, Lynn Massingham, Alison Wagstaffe and Jess Tutt.

Clerk:- Tracey Bayfield

Public:- 0

Event date: Sunday 22nd August 2021

1. **Resolved** to appoint Samantha Arlow as Chairman for 2021/22.
2. **Apologies for absence** were **accepted** from; Shirley Everett & Alison Jewell. Both had stated their support for holding an event of some sort this year.
3. **Declarations of Interest** from any committee member, must state precise interest.
 - Samantha Arlow – pecuniary interest; 'Birdies Catering' is my daughter.
4. **Resolved** to approve the **Minutes** of the meeting held on Wednesday 6th November 2019 and to sign them as a true record.
5. **Resolved** that with the support of Blakeney Parish Council, this committee wishes to hold a **Party on The Pastures Event** this year, albeit in a different format etc.
<https://www.gov.uk/government/publications/coronavirus-covid-19-organised-events-guidance-for-local-authorities/coronavirus-covid-19-organised-events-guidance-for-local-authorities>
6. **Open Public Session** was not required.
7. **Bookings** – This year will be very different to the past years, due to Covid. The list below has formed our previous events, however, it reflects the items **resolved** for 2021, ie. a more condensed offering.

Time of Event – Start and end time 10am til 5pm
Events Marquee – Not needed
Cancellation Policy – 2021 - Update the 2019 to take into account Covid scenario
Pitch Fees – for all: Catering outlets – Birdies & the BBQ were £150 each in 2019 – £100 for 2021 due to downscaling event. Due to limited number of food outlets this year, the BBQ to be asked to cater for vegetarians also.
Ice Cream van to be invited to attend as per previous years.

The following all to book in advance and first come first allocated as usual.
Stallholders – We will not provide any marquees or any tables or chairs for 2021, they must all be self-sufficient – 1 x 4m pitch = £30 and then 1 x 7m pitch = £50

Car boots – to remain at £6.00

Charities etc – to remain free

Stallholders Traders – So far we have 23 brand new enquirers plus those who have joined us in previous years and wish to come back.

Car Booters – Always an unknown entity but people, have been busy having a clear out in lockdown

Music – Just background music as such and the provider has to be self-sufficient – ask the local chap who has recently moved into the village if he could possibly play some chilled background music/brass band music etc. No real group, as we do not wish to draw a crowd to one area.

Big Top – Suggest that for 2021 we need to make plans that do not include the Big Top

Entertainment – Just one or two items, where people can sit spread out on the grass, no chairs or straw bales provided. Gray's funfair may join us, if they have just visited for the summer, but no food outlets this year. Stilt walkers to be invited and the Kidz Bumper Cars.

Dog Show – Not for 2021; too many people congregate in one small/condensed area at the same time.

Food & Drink – Would offer to Birdies (refreshments/bakes & supported us from the start), BBQ (Emma Boubaker for same reason) and the Ice Cream Van. That will be all for this year, due to condensed event.

Bar – Adnams via The White Horse as usual.

P.A. System & Lighting – Not needed for 2021

Charity Stalls – We can invite those outstanding from 2020, ie. National Charities

Publicity – Needs to commence immediately, stating of course, that it is subject to Covid restrictions at the time – What to call it now?!? **Party on The Pastures – post pandemic edition!**

Toilets – In addition to our one public toilet, ask the Village Hall if they would allow their toilets to be used again (all other areas of the hall locked) and we pay to have them cleaned after the event. Lynn Massingham has also kindly offered to go in and clean them half way through the day, just ensure she has a supply of toilet rolls and soap for refill purposes.

First Aid – Not needed for such a small event, certainly not a requirement of our insurance provider

Event Programme/Timings – Not applicable in 2021

Car Parking – As agreed for 2020, see minutes just adopted, with one exception, Kimberley and contract site, Clerk will advise that we need use of this compound for Sunday 22nd August only; Parking on The Pastures (or the Playing Field if for any reason we decided to relocate) will be only for the stall holders and will be marshalled as before.

Site Plan, Risk Assessments & Insurance – Clerk has attended Covid Event Risk Assessment Training, and will therefore update our previous risk assessment and run past our insurer, who have advised that under current

restrictions (9th June 2021) they are happy for the event to take place.

Celebrity Opening & Awards presentation – Scrap the celebrity opening, but BPC would like to do Community Volunteer Award and it would be nice to incorporate it into this, perhaps just before the afternoons entertainment, and if need be a simple megaphone would have to suffice. Clerk will ask Adnams to Sponsor again.

8. Resolved; Budget to be requested from Blakeney Parish Council, just £800 given the scaled down event, with the aim of the event being cost neutral as always.

9. Resolved; any items not covered above in relation to the **Event** which need to be addressed this evening.

- If no tight restrictions on numbers, then we stay on The Pastures.
- Covid legislation as advised by Government will determine if we have to cancel the event at short notice, we sincerely hope not.
- If we were to move the event to the Playing Field, then it has to be remembered, that 'Dogs are not permitted on the Playing Field'.
- All committee members in attendance are happy to help on the day, as is Rob Berning, Danny Tutt and Nigel Daynes, others will be approached as need be.

10. Resolved that we are happy to delegate **Bookings and confirmation** to the Parish Clerk, due to the limited timescale in which we have to pull this together.

11. Date of next meeting – to be confirmed, ie. as needed, but to be a Wednesday at 6pm.

Meeting closed at 7.15pm.

Chairman _____