

Page 25 (2023/24)

Minutes of the **Blakeney Parish Council 'Events/Party on The Pastures Committee'** which was held on **Monday 7th August 2023 at 5pm** in The Parish Office.

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

Clerk:- Tracey Bayfield.

Public:- 0

1. **Chairman for 2023/24** – Samantha Arlow.
2. **Apologies** for absence were received from Alison Jewell, Judy Pegden & Shirley Everett.
3. There were no **Declarations of Interest** from any committee member.
4. **Resolved** that the **Minutes** of the Events Committee meeting held on Tuesday 7th February 2023 are signed as a true record.
5. **Open Public Session** was not required.
6. **Bookings** – updated and all **agreed** as below;

Music – The Old Wild Rovers, Fakenham Ukes, Fakenham Town Band, The Pantasy Steel Band & The Glamtastics – All booked.

Big Top/Stage – Circus Ferrel due to arrive on Monday 14 th August.

Entertainment – Dog Show, Grays Funfair, Army Assault Course, Punch & Judy, Stilt Walkers & Giant Bubbles, KidsDrive Cars, Face Painting, Auction of Promises, Animal Experience.
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Dog Show – A 1hr 20-minute slot. Sponsored by 'Dog Only Nose'. Organised by Jess and judged by Rosemary.

Food & Drink – Cardarelli's Cakery, Bucket List Chips, Burgers/Hot Dogs/Chips/Candy Floss/Doughnuts (Fair), Ice Cream & Adnams Bar. TB still intends to find one or two more. Only 1 BPC marquee needed this year.
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P.A. System & Lighting – Norfolk Sounds and we need to ensure good coverage, and allow space between speakers and stall holders.

Charity Stalls – Pancreatic Cancer, East Anglian Air Ambulance, Glaven Caring, NSPCC, Anglian Water, Blakeney Primary School PTFA, Save Blakeney Surgery & C.A.T.S.
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Publicity – Banners are up in various locations, Posters have been widely
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disturbed in premises and a high social media presence has been completed. Auction of Promises forms have been distributed widely.

Toilets – We can make use of the village hall toilets whilst the craft fair is open. After that, we will not use them for the evening. Lynn Massingham will do a clean at 1pm (ish), as a thank you gesture.

First Aid – The volunteers schedule is complete.

Event Programme/Timings – The timetable/itinerary for the day, is also now in the public domain, via facebook, our website and notice board. A3 laminated copies are ready to be erected also.

Car Parking – The overflow car park on Langham Road will be manned from 9am and the usual fee of £3.00 per vehicle will apply.

Site Plan, Risk Assessments & Insurance – The Clerk is in the throes of finalising.

Community Awards presentation – The award this year will be presented by RT to Lynn Massingham at 12 noon.

7. The following other **Event** items were **Resolved**;

- That we need to set and advertise next years date, in order to let exhibitors & all attendees know asap; **Sunday 18th August 2024** was agreed as the date.
- Look into using Velcro strips to update the **banners**, which may help reduce cost.
- Ask **Randy's Seafood** if he would be able to join us, this year.

8. **Date of next meeting** – our informal 'wash up' meeting; Tuesday 22nd August at 6pm.

Meeting closed at 6.10pm.

Chairman _____