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Minutes of a meeting of the **Blakeney Parish Council 'Events Committee'**:
Coronation Event & Party on The Pastures which was held on **Tuesday 7th**
February 2023 at 3.30pm in the Parish Office.

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

Clerk:- Tracey Bayfield

Public:- 0

CORONATION EVENT – King Charles III

1. **Apologies for absence** accepted from Lynn Massingham & Shirley Everett.
2. There were no **Declarations of Interest** from any committee member.
3. **Resolved** to approve the **Minutes** of the Platinum Jubilee meeting held on Tuesday 17th May 2022.
4. **Open Public Session** – no members of public present.
5. **Organisations** and their plans, an update;
 - *RBL* – waiting to hear from them.
 - *St. Nicholas Church* – Sunday 8th, service as usual at Blakeney at 9.30am, then a Benefice Communion service (11.15am) and lunch (afterwards) at Bayfield Hall, for the 5 villages, rather than specifically Blakeney.
 - *Budget update & funding* - **£2,000** budget allocated by Blakeney Parish Council, and 'National Lottery Awards for All' are encouraging grant applications for the 'Coronation Event' (£300 to £10K, short deadline, mid-February), the Clerk will submit an application.
 - *Items for update/further discussion where need be; Events, dates, times, involvement, budgets, taking items forward, partnership working, commemorative items, way forward & next steps, if and when to meet next.*
 - **Event date: Saturday 6th May 2023, starting at 5pm, in Blakeney Village Hall.**

See appendix for specific action points.

Date of next meeting – to be confirmed.

Coronation section of meeting ENDS.

Party on The Pastures – Sunday 20th August 2023.

6. **Resolved** to approve the **Minutes** of the Event/Party on The Pastures committee meeting held on Tuesday 19th July 2022.

7. **Bookings – Resolved** as follows:

- To proceed with bookings based on the last event, and just tweak if need be.
- Thank the Parish Council for the **£3,000 budget** with aim of being cost neutral.
- To keep the event **FREE ENTRY** for members of the public on the day.

General headings below and detail;

Music – book all as last year & if possible a steel band
Big Top/Stage – Big Top as before
Entertainment – book all as last year
Dog Show – revert back to afternoon rather than morning & aim to do a couple of bucket collections during this event
Food & Drink – try and secure fish & chips & a seafood outlet, rest as last year
P.A. System & Lighting – as last year
Charity Stalls – as last year
Publicity – as in previous years, other than no fliers will be hand distributed
Pitch Fees – to remain at same price as last year
Toilets – utilise BVHT but ask them to arrange cleaning and invoice us if they wish
First Aid – as per insurance advice
Event Programme/Timings – much the same as last year, but to also include schedule of events on BPC website
Car Parking – same as last year, ie. £3.00
Site Plan, Risk Assessments & Insurance – same as last year
Awards presentation – proceed as in previous years

8. There were no items not covered above in relation to the **Event** which need to be addressed this evening or carried forward to the next meeting/agenda.

9. **Date of next meeting** – to be confirmed.

Meeting closed at 4.45pm

Chairman _____