

Brinsley Parish Council
Events & Premises Committee Meeting held
Thursday 11th November 2021 commencing at 7.00 p.m.
At the Brinsley Parish Hall Meeting Room, Cordy Lane, Brinsley, Nottingham.

Present: Chairman to the Committee Councillor Mrs. H. Stevenson

Councillors Ms. G. Bellamy, Mrs. R. Herrett Bellamy, Mrs. T. Davies, T. Egglestone, P Hunt & Mrs. V. Wakeling. Also, Clerk S. Trower.

E39/2022 **APOLOGIES** for absence received from Cllr Mrs. E. Williamson.

EP40/2022 **DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

To receive declarations of disclosable pecuniary interests (DPI) and personal and prejudicial interests from Members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with the LGA 1972, s117.

RESOLVED: - the following interests were declared: -

- i) Councillor Mrs. V. Wakeling non-pecuniary interest in Brinsley Food Bank.
- ii) Councillor Mrs. T. Davies non-pecuniary interest in Brinsley Food Bank.
- iii) Councillor T. Egglestone non-pecuniary interest in Brinsley Food Bank.

EP41/2022 **TO RECEIVE, CONSIDER AND RECORD COUNCILLORS' REQUESTS FOR DISPENSATION**

None received.

EP42/2022 **MINUTES** Events & Premises Committee Meeting held 21st October 2021.

RESOLVED: - Approved and signed by the Chairman.

EP43/2022 **TO REPORT ON ACTIVITIES AND EVENTS PLANNED FOR 2021 – 2022**

RESOLVED: - update as follows: -

Parish Walks		Cancelled until further notice.
LIS Funding Covid Hampers	Following distribution of summer hamper, clarification on funds remaining for provision of Morrisons sweets gift.	RESOLVED funding towards festive biscuits for those registered on the scheme with supporting gift e.g., chocolate orange, After Eights. Each gift value up to £4.00.
Festive Cards	Proposal to contact Brinsley Primary School to request design of cards for supply of 96 cards to be distributed with gifts.	Option (a) Christmas cards to be distributed with gifts. Prize for winning card of £20.00 voucher and donation to Brinsley Primary School. Further request through school for cards required week commencing 6 th December 2021. Option (b) cards to be prepared for distribution by Council.
Remembrance Sunday 2021	Sunday 14 th November 2021. The Chairman updated on arrangements for the commemorations. Cllr Wakeling updated on arrangements at Church and gathering at the wildflower meadow.	RESOLVED: Church service followed by march to the Brinsley Wildflower Meadow Lectern for laying of the wreath with poem. Refreshments organised at the Brinsley Parish Hall. Lamp poppies installed around the village. Circular distributed to every household advising of arrangements.
Festive Event 2021	Event to be held on Saturday 27 th November 2021 to include festive lights. Quotation received from Leisure Lites in the sum of £1900.00 for decoration of roadside (5) trees, decoration of Parish Hall with lighting, supply 3.5 m conical LED colour changing or white Christmas tree £1900.00 colour or £1650.00 white. £1100 to decorate Parish Council tree. All works to include labour,	Festive lights confirmed for installation by Leisure Lites. Cllr Hunt reported on coloured lighting purchase on behalf of Council for installation by electrical contractor within oak tree in car park. Confirmation 20 feet tree confirmed for purchase organised by Cllr Bellamy through contractor Elliot Kirk at a cost of £475.00 for installation & CAT scan of base to front of Parish Hall; tree cost £100.00. Leisure Lites to provide lighting for dressing of tree, to be connected by certificated electrician. Confirmed festive tree through Leisure Lites at a cost of £175.00 to be installed at the pavilion area if cancellation of order not possible. Santa's Grotto in Pavilion confirmed with two staff at the premises. Queue system for Santa visits. Refreshments at the Parish Hall area and pavilion including refreshments and mince pies, winter warmer. Feature for children within the meeting room referred to as Children's Christmas Workshop. Cllr Wakeling confirmed stalls all occupied.

	public liability, platform hire and connection. Removal of lights £525.00. All prices exclusive of VAT. 11 feet tree through Leisure Lites including installation, barriers and dressing at a cost of £175.00.	Confirmation for opening of event. Invite Mayor of Broxtowe Borough Council to event. Confirmation car park duties to be covered by Council Members. Screens and lighting to enhance stage area for event. Decoration of premises to take place from Friday 25 th November 2021. Children's gifts to be confirmed through Morrisons including company's offer of donations. 150 gifts required. Cllr Bellamy volunteered to wrap the gifts. Confirmed Face Painter for children at a cost of £95.00 to be provided by Council. Cllr Hunt offered to provide this cost as a donation if required. Local choir not available for event. Approved booking of D.J. for event subject to availability to perform outside within Council gazebo. Silent Fireworks booked. Cllr Stevenson to confirm festive decorations for the event by liaison with Council staff and offered to donate decorations. Cllr Hunt donated interior festive tree to Council. Serving of hot dogs for purchase confirmed to be provided by Members under the guidance of Cllr Herrett Bellamy. 7 Council Members volunteers to host the event plus staff. RESOLVED schedule timing for event: - 4.30 p.m. Open event (Stalls can be set up from 3 p.m.) 4.30 p.m. Santa's Grotto from 4.30 p.m. (booking slots) 5.00 p.m. Lights Switch-on 6.15 – 6.45 p.m. Choir 7.00 p.m. Finale Fireworks and closure of event.
Title Deeds for Premises and Grounds	Discussion regarding Title Deeds	Refer to next meeting.
Platinum Jubilee Celebrations	1. Cllr Hunt proposed a site plan for the events interior and exterior. 2. Johnny Victory booked for performance 3. Cllr Egglestone to seek details of marquee hire for 2 nd to 5 th June 2021 – 12m x 24m £2,300 plus £400.00 carpet or 12m x 30m £2800.00 plus £450.00 carpet. Hog roast Funfair awaiting response Daily activities proposed for within the marquee – picnic in the park/street party Musicians from different decades 1940s onwards Young bands and music festival Hot air balloon rides Fancy dress tea party Tribute Acts	Approved for further expansion of proposals: - Thursday 2 nd June 2022 Queen's Birthday Parade (Trooping the Color) Platinum Jubilee Beacons Friday 3 rd June 2022 Service of Thanksgiving Saturday 4 th June 2022 The Derby at Epsom Downs – Party at the Palace Sunday 5 th June 2022 The Big Jubilee Lunch – The Platinum Jubilee Pageant RESOLVED: - Confirmation order for 30m x 20m marquee for the event at a cost of £3,200.00 nett. All Street Party event confirmed for Saturday 4 th June 2022 with picnic theme. Tables within marquee confirmed for order at £20 per table (round table seating 12) with parish residents from roads able to sponsor tables. Menu of afternoon teas on order to be made available. Further organisations to take place at next meeting.
Book Collection	Proposed Chairman of the Committee Cllr Mrs. H. Stevenson	Initiative Trussell Trust to donate a book for children in need, nursing homes etc. RESOLVED: - Defer to 2022.
Parish Surgeries	Chairman Cllr Mrs. H. Stevenson	RESOLVED: - Timetable approved by Parish Council 10 th November 2021 commencing Monday 22 nd November 2021.

EP44/2022 DATE OF NEXT MEETING

RESOLVED: - Update for festive event to take place Thursday 18th November 2021 at 7.0 p.m.
Next meeting scheduled to take place Thursday 9th December 2021 at 7.00 p.m.

The Chairman closed the meeting at 9.10 p.m.