



EAST PRESTON PARISH COUNCIL

Council Office, 122 Sea Road, East Preston, West Sussex. BN16 1NN

01903 770050

<http://eastpreston.arun.gov.uk>

Email: eparishcouncil@btconnect.com

MAJOR EVENTS COMMITTEE

- MINUTES:** of the Committee Meeting held on Monday, 28th June 2021 at East Preston Infant School, Lashmar Road, East Preston at 19:00
- PRESENT:** Councillors Andrea Chapman, Lisa Duff, John Gunston, Elizabeth Linton (Chairman) and Steve Toney
- ALSO:** Simon Cross, Clerk to the Council
Alison Roberts, Receptionist / Admin Assistant to the Council
- ABSENT:** Councillors Christine Bowman and Patricia Gander
-

The meeting opened at 19:00.

390/21 APPOINTMENT OF A COMMITTEE CHAIRMAN FOR THE YEAR 2021/22

Cllr Linton was appointed unopposed.

391/21 APPOINTMENT OF A COMMITTEE VICE-CHAIRMAN FOR THE YEAR 2021/22

Cllr Gander was appointed unopposed.

392/21 APOLOGIES AND REASONS FOR ABSENCE

An apology and a reason for absence were received and accepted from Cllrs Bowman (holiday) and Gander (unavailable).

393/21 PERSONAL AND/OR PECUNIARY/PREJUDICIAL INTERESTS

No Interests were declared.

394/21 PUBLIC SESSION

No members of the public were present.

395/21 EAST PRESTON FESTIVAL, COME AND MEET YOUR LOCAL COUNCILLORS, 23RD JULY

The Clerk reported the landlord of The Clockhouse Bar had recently constructed new outside tables and chairs from old kegs and these were somewhat less portable than the old tables the council had borrowed in the past. Mrs Roberts advised the old tables and chairs were still on site at the pub. The Clerk will contact the landlord to borrow them.

The committee AGREED the event should be run on an appointments-only basis although if government pandemic guidance relaxed sufficiently from 19th July, the event could become more drop-in.

Available councillors would be asked to attend from 09:30 to help with setting up and stay until 12:30 to help with clearing away afterwards.

Cllr Chapman agreed to bake some cakes for the event. Tea and coffee will be provided from within the office.

396/21 EAST PRESTON FOOD & DRINK FESTIVAL, 28TH AUGUST 2021

Mrs Roberts provided an update on this event. A small number of businesses have not yet paid but a larger number of businesses have not yet supplied a full set of paperwork. Relevant reminders have been sent.

The committee AGREED to keep the marketplace area separate unless numbers meant everything could be fitted on to the Village Green.

Mrs Roberts had been unsuccessful in attracting a vegan business to the event, but was still trying.

Toilets, hay bales, marshals and children's entertainment had all been booked.

Flyers were to be sponsored by Ristorante Al Mare and Nibs Gin. Mrs Roberts would design the flyers online.

The council would not provide any additional sanitiser points as most people were now in the habit of carrying around their own sanitiser and it was likely most stallholders would also have hand-sanitiser available for customer use.

The committee AGREED members of the public would need to be responsible for "crowd control".

397/21 EAST PRESTON VOLUNTARY SERVICE PARTY, 18TH SEPTEMBER 2021

Committee members had informally changed the proposed date for this event following the government's extension of its roadmap into July. The event will still run from 16:00 to 18:00.

The Clerk confirmed the Junior School was ok for the new date as were Andy Billups (introductory music), Pebbles (catering) and Classic Ices (ice-creams).

The committee AGREED to start telephoning invitees from 1st August, telephone invites in the hope of encouraging more service beneficiaries to attend. Coordinators were to keep a list of anyone who said they might need help with transport. There may be some options available to assist with that.

Cllrs Chapman and Duff AGREED to think about how best to decorate the room.

398/21 FUNDAY SUNDAY, 3RD OCTOBER 2021

Cllr Gander was leading on this event.

The Clerk expressed his concern 3rd October was very close to 18th September and wondered whether the committee should give itself a little more breathing space between the events scheduled for those dates. The committee AGREED this suggestion should be made to Cllr Gander before any further discussion took place.

As Cllr Gander was unavailable for this meeting and the event was still a few months off, it was AGREED not to discuss this event further.

399/21 EAST PRESTON CHRISTMAS CELEBRATIONS – 20TH NOVEMBER 2021

Mrs Roberts advised all the stalls in the Village Hall have been sorted. To increase variety, no double stalls were being allowed this year.

The car-park was currently being thought of as a hot-food area.

The Conservative and Village Halls have both been booked.

The Clerk believed Father Christmas had been booked but would confirm this.

A rota of councillors' responsibilities across the event would be drawn up.

400/21 MINUTES OF THE MEETING HELD ON 26TH APRIL 2021

Draft Minutes had been circulated to all councillors on 5th May asking for any suggested amendments by 12th May. None had been received.

The committee AGREED the Minutes were a true reflection of the meeting held on 26th April. These were duly signed by Cllr Linton.

401/21 MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS

Minute 332/21 – Urban Food Festival – the Clerk advised he had heard nothing further in relation to this matter.

402/21 NEXT MEETING (23RD AUGUST)

Nothing new.

The Meeting closed at 19.50.

Chairman: Cllr Elizabeth Linton Date: **23rd August 2021**