



EAST PRESTON PARISH COUNCIL

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MAJOR EVENTS COMMITTEE

- MINUTES:** of the Committee Meeting held on Monday, 22nd April 2024 at East Preston Infant School, Lashmar Road, East Preston at 19:00
- PRESENT:** Councillors Christine Bowman, Andrea Chapman, Lisa Duff, Helen Hill, Elizabeth Linton (Chairman) and Steve Toney
- ALSO:** Simon Cross, Clerk to the Council
- Valerie Sharp, East Preston Yarnbombers (until 19:16)
- Linda Denton
- ABSENT:** Alison Roberts, Receptionist / Admin Assistant to the Council

The following abbreviations may appear in these Minutes:

ADC – Arun District Council;

WSCC – West Sussex County Council.

With all likely attendees present, the meeting commenced at 18:56.

304/24 APOLOGIES AND REASONS FOR ABSENCE

All committee members were present.

The Clerk also advised Mrs Roberts was on leave but had provided some updates and comments for the meeting.

305/24 PERSONAL AND/OR PECUNIARY/PREJUDICIAL INTERESTS

None were declared.

306/24 PUBLIC SESSION

Offered the chance to address the meeting, Mrs Denton replied, “Thank you, no thank you.”

The committee AGREED unanimously the members of the public present could address the meeting during the relevant item.

307/24 EAST PRESTON YARBOMBERS

The following report had been circulated in advance of the meeting:

East Preston Yarnbombers poppy cascade “P-Day”, 26th October, 2024

Committee is asked to consider a request from East Preston Yarnbombers regarding the public launch of the poppy cascade on 26th October.

Committee members will already be aware of the Yarnbombers’ current community project, many villagers busy knitting and crocheting poppies to form a cascade from the top of the tower at St Mary the Virgin Church. The Yarnbombers have been overwhelmed and delighted with the public response to this project.

Although the cascade will be put into position earlier in the week, the public and press launch is scheduled for Saturday, 26th October.

The Yarnbombers feel this has been a real community event and, as such, think it would be appropriate for the council to celebrate this launch in some way – dignitaries, drinks, nibbles, speeches – those sorts of things, and would like the council to consider this.

A representative may attend this meeting.

Simon Cross – **Clerk to the Council**

17th April 2024

Mrs Sharp thanked the committee for inviting her to the meeting. Mrs Sharp further described how much of a community project this has been, not only attracting attention and support within the village but also further afield. There were currently three phases of the project foreseen: 1. the poppy cascade itself; 2. a poppy walkway leading to each of the seven Commonwealth War Graves in the churchyard; 3. the library had agreed to some sort of backdrop to the war memorial, and the Royal British Legion had been approached about this.

The Yarnbombers saw an opportunity for the parish council to promote the village through the official launch of the poppy cascade at 11:00 on 26th October. Councillors responded enthusiastically and Valerie agreed to use her recent BBC Sussex contacts to get through to BBC South Today. The Yarnbombers are making cakes which will be handed over to the church’s social committee which had agreed to provide refreshments at the time of the event. The RBL had said it would arrange for some veterans to attend the official launch and Reverend Andrew Perry was happy to welcome everyone to the church.

Some dignitaries considered for inclusion: Sir Peter Bottomley MP, the Lord-Lieutenant and / or High Sheriff of West Sussex, representatives from neighbouring parish councils and the services.

Cllr Linton thanked Mrs Sharp for all the joy the Yarnbombers bring across the village.

(Mrs Sharp left the meeting at the conclusion of this item.)

308/24 **FUNDAY SUNDAY, 21ST APRIL 2024**

The following report had been circulated in advance of the meeting:

Funday Sunday, 21st April 2024

Committee is asked to review this event.

Cllr Hill is the lead councillor for this event.

Simon Cross – **Clerk to the Council**

17th April 2024

Cllr Linton thanked everybody who had helped, but especially Cllr Hill for leading her first event so successfully. Some confusion about the ability of some councillors could perhaps have been recognised sooner had the timetable for the day

gone out earlier. Cllr Toney reminded the meeting he would never be able to attend a council event on the Sunday closest to St George's Day as he was committed to Scouts business on that day.

Cllr Hill reported there had been lots of compliments about the catering. Several of the cakes, perhaps too many, were creamy and perhaps needed pastry foods for elegant consumption. Perhaps more of a bias towards savoury nibbles on future events. The Waitrose gluten-free bread had arrived damaged and Cllr Hill would take that back to the shop, if only to advise them of this. Cllr Hill said the hall looked lovely and well-decorated and thanked Cllrs Chapman and Duff for this. Mel the Pocket Rocket had been a good entertainer. All ran according to the pre-prepared timetable, no undue delays at any point.

Cllr Chapman said the washing-up at the end of the event all seemed to appear at once, whereas on previous occasions the washing-up has arrived more manageably. Although the owner of the crockery prefers to wash up the crockery herself, Cllr Chapman said the council did run a wet cloth over sticky plates and ensures there was no tea left inside to stain teacups. Too few tea-towels were available on the day and cleansing sprays and gloves also needed to be provided in the council's equipment for the day.

The Clerk reported the event had pretty much sold-out although there were about eight no shows, one of whom was ill and two of whom, he had found out after the event, had been visiting a 96-year-old relative who had been taken into hospital.

There was positive feedback on Facebook and the Clerk had contacted those attendees with known emails for their feedback.

The committee AGREED unanimously to run another Funday Sunday event in Spring of 2025. The committee felt members of the public were generally blissfully unaware of any themes chosen for the event.

309/24 THE BIG D-DAY LUNCH, JUNE 2024

The committee NOTED the following paper which had been circulated in advance of the meeting:

Big Lunch, D-Day event, 2nd June 2024

Committee is asked to consider any matters pertaining to this event.

This event will be run in conjunction with the Royal British Legion and the East Preston Festival Committee.

Further to the updates provided at the last meeting, the British Legion has now provided £2,447.00 of financial support covering the live acts for the event and a replica Spitfire. All paperwork has been completed to secure the live acts and the Spitfire. At least six volunteers will be needed to help construct and dismantle the Spitfire on the day. Parking space will need to be secured near the Village Green but away from the car-park for the Spitfire's 8m trailer – perhaps along the northern side of the Village Green.

Two of the proposed refreshment stalls have not yet paid, and these have been reminded. However, the remaining refreshment stalls cover all the basics, so it would not be too big a problem if we had to drop these two.

The Festival Committee will need to liaise with the British Legion for a rota of cover on the day.

Simon Cross – **Clerk to the Council**

17th April 2024

Cllr Linton stated both the British Legion and the East Preston Festival Committee were well aware they were running the show on the day and were to liaise to discuss this, only coming to the council with any questions. The three organisations were due to meet soon.

310/24 EAST PRESTON FOOD & DRINK FESTIVAL, 24TH AUGUST 2024

The following report had been circulated in advance of the meeting:

East Preston Food & Drink Festival, 24th August 2024

Committee is asked to consider any matters pertaining to this event.

Cllr Chapman is the lead councillor on this event.

Most of the payments have been received. Alison has applied for the relevant road closures. Toilets have been booked and Alison is in the process of booking the marshals.

Nick and Ben entertainment will be offering children's size basic meals. There are also two vegan suppliers this year. Nick Cook will be running circus skills workshops throughout the afternoon, and other entertainment will be provided by [Never A Gull Moment](#) performing three interactive shows as they wander around the Village Green.

Simon Cross – **Clerk to the Council**

17th April 2024

Cllr Chapman agreed everything was under control with this event and everything needed had either been ordered or was in the process of being ordered. There would be 34 stalls in total, of which 13 were hot food. Two stalls were specifically vegan. A rota of councillors' involvement will be published nearer the time. Cllr Hill advised she was only available until 14:00 on the day.

311/24 REMEMBRANCE SUNDAY, 10TH NOVEMBER, 2024

The following report had been circulated in advance of the meeting:

Remembrance Sunday, 10th November, 2024

Committee is asked to review any matters pertaining to this event.

I will chase the Legion reps about details for road closures so Alison can apply for those sooner rather than later. Otherwise, I don't believe there is anything else for us to organise at this point.

Simon Cross – **Clerk to the Council**

17th April 2024

The Clerk felt there was nothing to discuss at this time.

312/24 EAST PRESTON CHRISTMAS CELEBRATIONS, 23RD NOVEMBER 2024

The following report had been circulated in advance of the meeting:

East Preston Christmas Celebrations – 23rd November 2024

Committee is asked to review any matters pertaining to this event.

Alison has started to send out booking forms, initially to people who have asked specifically but a more general mail out will follow.

East Preston & Kingston Village Hall and the Conservative Hall have both been booked.

The French Market has confirmed it will attend, and has agreed to confirm the number of stalls by the end of July. At that point, Alison and I will work out a proposal for where we think those stalls will best be located.

Hot food stalls booked are: a mac 'n' cheese stall, a hog roast and the soup & toasties stall which first appeared at last year's event.

The following councillors have previously agreed to be attraction leads:

Cllr Linton – overall control

Cllr Bowman – Village Hall craft and gift fair and refreshments

Cllr Duff – Conservative Hall children’s activities

Cllr Chapman – Father Christmas’s Storytime at Our Lady, Star of the Sea

Cllrs Hill and Toney would provide cover for each of the above to give them a break and a chance to wander around the rest of the event.

Council officers would also be floating around, able to help where needed.

There was nothing else added at this time.

313/24 MINUTES OF THE MEETING HELD ON 19TH FEBRUARY

The draft Minutes had been circulated to all councillors on 21st February asking for any suggested amendments by 28th February. None had been received.

The committee AGREED unanimously the Minutes were a true reflection of the meeting held on 19th February. These were duly signed by Cllr Linton.

314/24 MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS

There were no updates not already covered above.

315/24 NEXT MEETING (17TH JUNE, 19:00)

Nothing new was suggested.

The Meeting closed at 19:59.

Chairman: *Cllr Elizabeth Linton* Date: **17th June 2024**

(END)