



# EAST PRESTON PARISH COUNCIL

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## **MAJOR EVENTS COMMITTEE**

**MINUTES:** of the Committee Meeting held on Monday, 25<sup>th</sup> February 2019 at East Preston Infant School, Lashmar Road, East Preston at 18:45hrs

**PRESENT:** Councillors C Bowman, L Duff, P Gander, E Linton (Chairman) and S Toney

**ALSO:** Clerk to the Council, Simon Cross

Mrs Alison Roberts (until 19:45)

**ABSENT:** Cllrs A Chapman and D Shah

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The meeting opened at 18:45.

### **176/19 APOLOGIES AND REASONS FOR ABSENCE**

An apology and a reason for absence were received and accepted from Cllrs Chapman (unwell) and Shah (away).

### **177/19 PERSONAL AND/OR PECUNIARY/PREJUDICIAL INTERESTS**

No declarations were made.

### **178/19 PUBLIC SESSION**

No members of the public were present.

### **179/19 EAST PRESTON FOOD AND DRINK FESTIVAL – 25<sup>TH</sup> AUGUST 2018**

Cllr Linton welcome Alison to the meeting.

The booking forms for the event had been made available on 7<sup>th</sup> January with a closing date of 20<sup>th</sup> February. Applications had been received from 53 businesses. Cllr Linton suggested Alison start by running through the list of interested parties commenting on those she felt were not worthy of consideration. This knocked out about eight interested companies for reasons such as not sticking to their agreed products in the past, being based too far away or public feedback from previous events.

The committee then worked through the remaining list of suppliers attempting to create the most interesting and practical mix of stalls. The committee AGREED unanimously to extend the stalls into the Village Green car-park again. This has not worked well last year as two stalls scheduled to be in the car-park had not attended, leaving just one stall in the car-park. Although that stall had struggled on the day, it had applied to attend again this year, but on the understanding it was not in the car-park.

Alison advised the committee several times to avoid duplication.

The following thirty businesses were allocated a pitch:

**HOT FOOD**

DJs Spot Czech & Slovak People  
Don Quijote (Salsa Brava Ltd)  
El Dorado Chilli  
Halloumilicious  
Kung Fu Pan  
Ristorante Al Mare  
Seaview Stores  
Sussex Lamb \*  
Spud Hut \*  
Taglia-Tony  
The Pop Up Food Company

**BARS**

Clockhouse Bar  
JJ's Cider  
Joie de Vin  
Classic Bar Box

**ICE CREAM**

Chopperwhoppers Ltd.  
Classic Ices \*

**SAVOURIES**

Cheesology  
Gone Global  
Magpies Magnificent Pies

**CAKES ETC.**

Harrie's Mobile Coffee Bar \*  
Ridiculously Rich by Alana  
Vice Puddings

**SIDES**

Gran Steads Ginger Ltd.  
Mesto  
Perfectly Preserved  
Purple Pod

**SWEETS**

Chocolate Gone Mad  
Hardy's Fudge  
JoJo's Candy Cabin

Those marked with an \* will be in the car-park.

The committee thanked Alison for her work on this.

Alison confirmed the portable toilets had been booked and included an accessible toilet.

A quotation had been received from a local company bidding for the marshalling work. The committee asked Alison to attempt and get some references for the company's work.

Extra signage will be needed to direct people to the stalls in the car-park.

The committee AGREED to work on a checklist as was now in place for the Christmas Celebrations event. Alison agreed to look at the original timetable produced for the first Food & Drink Festival, augment it and circulate it to committee members for their additional input.

Alison had confirmation from Tanya Fooks she was willing to design the flyers again, free-of-charge. Alison had suggested more photographs were used of actual stallholders.

Cllr Linton confirmed the event would run 12:00 to 17:00 as per the last two years.

(Alison left the meeting at the conclusion of this item.)

**180/19 MINUTES OF THE MEETING HELD ON 22<sup>ND</sup> OCTOBER 2018**

The draft Minutes had been circulated to all councillors on 29<sup>th</sup> October, asking for any comments by 5<sup>th</sup> November. No suggested amendments had been received.

The committee AGREED the Minutes could be signed as a true record of the meeting held on 22<sup>nd</sup> October. This action was duly completed by Cllr Linton.

**182/19 MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS**

The committee NOTED the following report, which had been circulated in advance of the meeting, with no further comment:

Matters Arising from previous meetings

**Minute 789/18 – East Preston Christmas Celebrations – 24<sup>th</sup> November 2018** – health and safety information was provided concerning the visiting ponies. On the day, the ponies proved a popular attraction and all went smoothly.

**Minute 794/18 – East Preston Christmas Celebrations – 24<sup>th</sup> November 2018** – I contacted the council's preferred fireworks supplier, Jim, and asked him "whether it would be possible to have less noise in our fireworks?".

I went back to JM to let her know of this action and her response was: "Thanks for the update - really appreciate you coming back to me on this one. I also think that the noise level could be removed altogether as I see now that many companies are advertising "silent" fireworks. Maybe something to consider for next year even if too late for this year's display."

Jim replied on 24<sup>th</sup> October, "Trying to be polite and diplomatic at the same time ... Yes you can have more visual less noise fireworks but this type of product does not generally come as a finale duration cake, the type that you currently have on order. You would need to have a quantity of smaller fireworks meaning more set up, more firers and more hassle. If you require something of this nature I can probably source this for next year. To be honest 3 mins with noise can't be all that bad can it. Celebrate with a bit of noise and be un PC for one night of the year."

In the public feedback received after the Celebrations, which was distributed to committee members in advance of the Community Engagement meeting on 17<sup>th</sup> December, there were no negative comments about the fireworks.

Simon Cross – **Clerk to the Council**

15<sup>th</sup> February 2019

### **183/19 END-OF-TERM CELEBRATION, 12<sup>TH</sup> APRIL 2019**

The committee thanked Cllr Chapman for the design of the party invitation. The majority of invites had been emailed out on 20<sup>th</sup> February. At the time of the meeting, 52 people had accepted the invitation, 12 were unable to attend, and there were four who, for perfectly valid reasons, were unable to say yet whether or not they could attend. As only councillors had been invited with a +1, the Clerk had given attendees the option of adding a +1 to a reserve list which the committee would review nearer the time once it knew the take up. If any reserves were to be accepted, they would be invited strictly in the order in which they were added to the list.

The committee considered two quotations received from local caterers for the food side of the party. The committee AGREED to go with Pebbles on this occasion as the price was better.

As the school hall was a very practical space, Cllr Duff agreed to speak to the schools about any decorations they may have in store which could be used. The Clerk agreed to contact Twinkle Twist Events once he knew whether or not they were attending.

The Clerk then suggested the school could be asked whether it would be willing to let us hold the event in the school library rather than the hall. Committee members had a look at the space available. The committee AGREED the Clerk could approach the Headteacher, Mrs New, with this suggestion. Cllr Linton was concerned food and drink may be dropped and spilled on the new carpet and the space may not be big enough for the number of guests likely to attend.

The Clerk will ask Andy Billups if he would be happy to play half an hour's music at the beginning of the event.

A timetable for the event will be needed.

The committee AGREED to an additional committee meeting on 13<sup>th</sup> March at 11am in the Council Office to work on all the details of the event.

### **184/19 SILVER SUNDAY, 6<sup>TH</sup> OCTOBER**

Cllr Gander directed members to look at the Silver Sunday website which listed over 1,000 events taking place on Silver Sunday this year. Most of these were free for attendees. The website also had a lot of ideas for events and a toolkit for event organisers.

Cllr Gander felt the target audience was the over-50s.

The Clerk confirmed the Village Hall complex was available for 6<sup>th</sup> October.

The committee AGREED to work towards a posh tea party-style event, where guests had the opportunity to dress up.

As pre-publicity, the Clerk would arrange a vintage tea photoshoot for Cllr Gander at Kerry's Community Tea-room.

Local businesses would be contacted regarding sponsorship of the event.

**185/19 EAST PRESTON CHRISTMAS CELEBRATIONS – 24<sup>TH</sup> NOVEMBER 2018**

Village Hall booking forms had been sent out that day. In a change to previous years, these will only be considered after the closing of 15<sup>th</sup> April. The meeting on 29<sup>th</sup> April will review these and agree the initial line-up of stalls for the event.

The committee AGREED not to include Celebration Samba this year, purely to give residents a taste of something different. Committee members had AGREED electronically with booking the Petworth Town Band to play a couple of thirty-minutes sets on the day.

The Clerk had not yet drafted a circular for local shopfront businesses explaining the council's decision not to provide entertainment and attractions in the shopping areas of the village this year.

**186/19 NEXT MEETINGS (13<sup>TH</sup> MARCH AND 29<sup>TH</sup> APRIL)**

Nothing was suggested.

*The Meeting closed at 20:22hrs.*

Chairman: *Cllr Elizabeth Linton* Date: **29<sup>th</sup> April 2019**