



EAST PRESTON PARISH COUNCIL

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MAJOR EVENTS COMMITTEE

MINUTES: of the Committee Meeting held on Tuesday, 26th May at 18:00 via the Zoom online meeting application

PRESENT: Councillors C Bowman, A Chapman, L Duff, P Gander, J Gunston, E Linton (Chairman) and S Toney

ALSO: Dawn Reid, Assistant Clerk to the Council

ABSENT: Simon Cross, Clerk to the Council

The meeting opened at 18:00.

Following the Annual Meeting of the Council on 4th May, the membership of this committee was Cllrs Bowman, Chapman, Duff, Gander and Gunston with no vacancies. As Chairman and Vice-Chairman of the Council respectively, Cllrs Toney and Linton were entitled to attend and vote at meetings of this committee.

Cllr Linton opened the meeting with a round of introductions.

The Assistant Clerk explained that owing to the COVID-19 pandemic and the inability to hold face-to-face meetings, committee members had been asked to let the Clerk know by 19th May whether or not they wanted to be stand for Chairman or Vice-Chairman of the committee. Committee members were then given the opportunity to vote Yes or No for each candidate by midday on 20th May. Prior to the meeting Cllr Moore had emailed the Clerk to confirm he had acted as a Virtual Teller for both elections and confirmed six councillors had voted in both elections.

288/20 APPOINTMENT OF A COMMITTEE CHAIRMAN FOR THE YEAR 2020/21

Cllr Linton was appointed unopposed.

289/20 APPOINTMENT OF A COMMITTEE VICE-CHAIRMAN FOR THE YEAR 2020/21

Cllr Gander was appointed unopposed.

290/20 APOLOGIES AND REASONS FOR ABSENCE

Apologies were received from Simon Cross the Clerk. Mrs Reid attended the meeting at short notice to act as Clerk.

The committee thanked Mrs Reid for acting as Clerk for the meeting.

291/20 PERSONAL AND/OR PECUNIARY/PREJUDICIAL INTERESTS

No declarations were made.

292/20 PUBLIC SESSION

No members of the public were present.

293/20 TO REVIEW THE TERMS OF REFERENCE FOR THE MAJOR EVENTS COMMITTEE FOR THE FORTH COMING YEAR

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

Terms of Reference

Committee is asked to carry out the annual review of the committee's Terms of Reference.

The current Terms of Reference can be found below. These were adopted on 2nd July 2019. The only changes I have made to the existing Terms of Reference are to add in 3.5 and 4.4 as instructed by Full Council last November and, of my own volition, I have merged Section 4 – Attendance at Meetings and Section 5 – Frequency of Meetings into a single Section 4 – Meetings. The changes are highlighted in red.

Simon Cross – **Clerk to the Council**

18th May 2020

The committee ACKNOWLEDGED the changes and AGREED to adopt the Terms of References for the forthcoming year, 2020-2021.

294/21 FUNDAY SUNDAY, 3RD MAY 2020

Cllr Gander led on this item. A discussion took place and a decision was made to reschedule this event and a provisional date was agreed for 4th October, as that is the National Silver Sunday date.

This event will only be held if Government guidelines permit. The Promotion and Publicity for the event will be discussed at the July meeting.

The committee asked the Assistant Clerk to contact Vintage Candy to explain and provisionally book 4th October and to contact the Village Hall to explain and provisionally book the hall for 4th October.

The committee AGREED to defer further discussion of this item to the committee's June meeting.

295/20 EAST PRESTON FOOD & DRINK FESTIVAL, 29TH AUGUST 2020

Cllr Linton led on this item. A discussion took place and the committee decided with great reluctance to cancel the Food and Drink Festival, members of the committee thought the social distancing was not something the committee felt they would be able to control. This decision is in line with other open air festival cancellations for the remainder of the year e.g. Weald and Downland Museum and Amberley Open Air Museum.

The committee expressed its appreciation to Alison, for all her hard work and effort on this event.

The committee AGREED to cancel the 2020 Food & Drink Festival due to the current COVID-19 health crisis.

296/20 EAST PRESTON CHRISTMAS CELEBRATIONS – 21ST NOVEMBER 2020

Cllr Linton led on this item. A discussion took place and the committee decided to defer this item to the June meeting for considered.

The committee AGREED to defer this item to the meeting in June for further consideration.

297/20 MINUTES OF THE MEETING HELD ON 24TH FEBRUARY 2020

The draft Minutes had been circulated to all councillors on 2nd March 2020, asking for any comments to be submitted by 9th March 2020.

The committee AGREED the Chairman could sign the Minutes as a true record of the meeting held on 24th February 2020. Cllr Linton will duly complete this task.

298/20 MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS

All matters arising had already been covered above.

299/20 NEXT MEETING (29th JUNE 2020)

The committee raised the idea of a 'Get Together' for Volunteers and Service users and requested this be added to the next meeting's Agenda.

The Meeting closed at 18.25.

Chairman: *Councillor Elizabeth Linton* Date: **29th June 2020**