



MINUTES OF THE MEETING OF
The Events Working Group
Monday 27 September 2021 at 7.30pm
Held at the Loose Parish Pavilion, King George V Playing Field.

Taking part: Peter Rigby (PR), Tony Oliver (TO), Tom Oliver and Beryl Gibson.

Also present: Nicky Bourne (Deputy Clerk) (NB) who took the minutes.

1. Apologies for absence

Apologies were received from Velma Bennett.

2. Chairman's welcome and explanation of the role of the Events Group and its relationship with LPC

PR welcomed everyone and explained that the Events Working Group could change its name as it was felt "working group" might put people off. "Events Organisation" and "Community Events Group" were suggested and it was agreed these should be put to the PCH Committee. TORS have been altered so they are more flexible in terms of membership of the group. There is no longer a requirement for 3 councillors, a quorum is now 3 members and all members of the group can vote.

3. To receive any declarations of pecuniary interest on items in the agenda

(In accordance with the NALC Model Code of Conduct for Parish Councils (pursuant to section 27 of the Localism Act 2011). In addition, any declaration of personal or prejudicial interest (*as agreed by LPC 21 Jan 13*)

As in previous years, PR's company Antrix are likely to be preparing the programme. The necessary forms will be completed nearer the time.

4. Group introductions for the benefit of new and existing members

Those present introduced themselves.

5. Explanation of the current situation in respect of the fete and funfair

PR had sent out a comprehensive update in July which looked at all aspects.

6. Discussion as to whether the working group and fete event continue as previously and, if so, outline the proposed way forward in respect of potential events including next year's fete.

It was agreed that the date for next year is dependent on Shaylers. They still had a successful visit this year and were able to spread out a little into the available space.

They are keen to come back on their traditional weekend so the fete would be on 3 Sept 2022.

7. Questions / Comments from the public (if present)

None.

8. To discuss a potential Action Plan for proposed events, notably the Loose Fete 2022, provisionally Saturday 3 September 2022.

The Action Plan is essentially based upon the points covered below.

9. To update information on aspects of the fete in the past to help formulate potential strategies and plans of action for the future

a. Fete Programme

This is usually copied by Nellsar (about 2000 copies). It is still too early to approach them for next year. By January, need to establish whether Nellsar produce the copies, or seek other means. It was suggested that the programme could be online, include QR codes or be shared via social media if physical copies were not viable.

b. Publicity including banner and boards

The existing banners are in the garage and would just require a date change and to go up on the school railings at the start of the summer holidays.

Bernard Hill needs to be approached to make changes to the date on the existing boards.

There was a discussion whether the signs are easily deciphered from the road.

NB made a suggestion that perhaps the Cornwallis Academy Art department could be approached to involve students in designing them.

c. Dog Show

Unless an organiser comes forward, it was felt this is not really feasible. Julie Anderson has moved out of the area. It requires a reputable judge and a specific organiser who can run an well-organised event.

d. Games

VG has organised in the past and has said she is willing to help out.

e. Arena Events

Difficulties in the past relate to some events wanting to be paid, others not ready at the early September date being so close to the start of term. Ideas were discussed including Zumba, vintage cars, army vehicles.

f. Refreshments and Bar

Light refreshments - All Saints Church and Loose Valley Wives Group are likely to help.

Bar – The Walnut Tree has changed hands and may not be interested but could still be approached. Musket Brewery was discussed and TO agreed to look into them.

A license application will need to be made.

g. First Aid and Health & Safety

The event requires First Aid qualified persons – all existing qualifications have expired.

TO is willing to renew and possibly Tom Oliver. VG is likely to have through school.

Need to discuss with PCH as have to have 3 present.

h. Stallholders

Had enquiries this year and have a list of previous contacts and documentation, PLI, charge information that can be referred to when stallholders are recruited.

i. Raffle and Tombola

Need to borrow a raffle drum or drums. Need to source prizes. Tom Oliver keen to organise. It was agreed that the marquee should be bigger.

j. Advertising and Sponsorship

This will depend on whether there is a programme so still a bit early to discuss. Wards could be approached for boards again.

k. Public address system

David Stevens is awaiting an operation and considering retiring. Need some sort of a PA system and possible comperes.

10. To discuss budgets / spend / income for Events

It was agreed it was too early to know expenditure at this stage.

Meeting closed at 21:15

11. Date of Next Meeting – 24 January 2022