

Prestbury Parish Council
Minutes of Events Committee Meeting
Held Monday October 4th 2021
In Prestbury Village Hall, SK10 4BW

Attendance

Cllr Peter Holes (Chair)

Cllr Daniel Franks

Cllr Marilyn Leather

RFO Susan Dalrymple

Apologies

Cllr Valerie Herbert

Cllr Arthur Dicken

Members of the Public

None

Minutes

1	Minutes of Meeting
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The minutes of the previous meeting, held on 20th September 2021 were presented. They were proposed by Cllr Holes seconded by Cllr Franks, two in favour, one abstention.

2	Review of Master Plan
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The Master Plan for the Winter Fair was reviewed and discussed. The following points from within the Master Plan arise:

Changing the start time of the fair to 3pm was discussed, along with the time between the road closure and the start of the fair. It was agreed to leave the times as agreed per the previous meeting, i.e. road closure from 2pm to 8pm and the fair to be held 4pm to 7pm.

Traffic Management Plan with Amberon:

Both Cllr Dicken and the Clerk have indicated that they will not be able to progress this within the required time, i.e. by 17th October 2021 (8 weeks before the fair).

Cllr Holes has sent a list of requirements to Amberon for a quote. He has requested a response by 11th October.

The provision of first aid cover was discussed. It was proposed and agreed that Cllr Holes should approach St John's Ambulance to provide first aid cover. A budget of £250. Cllr Leather will also contact a contact at Alderley Edge Parish Council to enquire as to how they ensure necessary first-aid cover at their events.

It was proposed and agreed that Cllr Holes will submit the requisite paperwork re: the Temporary Event Application and the Road Closure Application by the deadline of Friday 15th October.

Other:

It was proposed and agreed that Cllr Holes is to request a quote from Maximom Solutions to hire 10 walkie-talkies, plus earpieces, cases and two spare batteries, this should total £244.00 (ex vat) plus a deposit.

Cllr Holes and Franks to meet to discuss floodlighting for the road where there are some quite dark areas, most notably along the bridge and in front of the church.

It was proposed and agreed for Cllr Holes to purchase (using VISA card) from Gala Tents a new canopy for £108.32 + VAT = £129.99, plus delivery costs if applicable.

The provision of a PA system along the road was discussed, Cllr Holes to look at options.

It was proposed and agreed for Cllr Holes to purchase storage bags for the gazebos for up to £50. Payment will be by VISA debit card.

It was proposed and agreed for Cllr Holes the provision of 10 x 240 litre bins from ANSA, delivery to the Bridge Green car park the Friday prior, collection Monday as per quote for £131.63 + VAT = £157.96.

Cllr Franks has informally had brief discussions with some of the local business owners. The general feedback is that the local businesses want the fair to have 'more variety' and to be 'more local'. Some business owners would also like a PA system throughout.

Cllr Franks is to garner the contact details of the local businesses with the aim of organising a meeting, the Legh arms have agreed to provide a meeting space, to discuss business involvement at the fair.

Cllr Franks to get quote for printing Conex signs for advertising the fair.

Cllr Holes reported on discussions with Lisa Cowley of Independent Street; Cllr Holes has proposed that forty stalls is feasible; Independent Street are also willing to organise stalls for local community groups which would add up to an additional ten which would be free of charge. Lisa Cowley is also willing to make a contribution of £240.00 to participate. It was proposed and agreed that Cllr Holes can approach Lisa Cowley to reach an agreement on Independent Streets participation at the fair.

It was proposed and agreed that Cllr Holes will invite Lisa to attend the next meeting on Monday 18th October to discuss the arrangements.

It was proposed and agreed that Cllr Holes can approach Crewe Brass to perform at the fair, and to obtain a cost for their services.

3	Financial Plan
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A financial plan for 2021 will be developed as budgets and actuals become apparent.

4	Timetable
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It was agreed to hold the next Events Meeting on Monday 18th October 2021, at 3.30pm in the Village Hall.

Cllr Peter Holes
Chair, Events Committee