

Prestbury Parish Council
Minutes of Events Committee Meeting
Held Monday 15th November 2021
In Prestbury Village Hall, Prestbury, Cheshire, SK10 4BW

Attendance

Cllr Peter Holes (Chair)

Cllr Danny Franks

Cllr Marilyn Leather

Cllr Valerie Herbert (minute taker)

Cllr Arthur Dicken

Apologies

Cllr Tony Toole

RFO Susan Dalrymple

Members of the Public

nil

1	Minutes of Meeting
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Proposed and agreed the minutes of the previous meeting, held on 1st November 2021.

Action: RFO Dalrymple to send the Clerk (Mark Wheelton) the agreed minutes of the Events Committee of 1st November 2021, to ask PPC to note the minutes.

Confirmed that the Flower Club do not want a stall this year

2	Review of Master Plan
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Cllr Holes confirmed that he has bought

- 4 x 2m cable ramps
- 2 x large storage bags
- 4 x pump hand sanitiser

Action Agreed to recommend to businesses that they should provide hand sanitiser – Cllrs Dicken and Franks

Action Amberon will be telephoned by Cllr Dicken as they are not answering email communications. Need to check that they will provide everything requested.

Action Agreed that the following COREX signs will be purchased by Cllr Franks

- 10 A4 x parking suspended signs
- 1 x A2 sign Emergency Access only
- 2 x A2 First Aid Point
- 2 x A2 Information Point
- 3 x A1 Covid recommendations
- 1 x A1 sign for Bridge Green car park saying No Parking 8am – 8pm on 12th December 2021
- 1 x A2 sign Car Park Full for the Shirleys
- 6 x A3 (?) Christmas Fair 12th December 2021 4pm – 7pm

Action Cllr Leather will order 40 cones from ANSA or Cheshire East ; agreed that we can pay a small charge. These will be used at Bridge Green entrance, The Village Club, the access road to Springfields car park and the access road to Abbey Mill

Action Cllr Holes will ask permission from John Griffiths to use their car park

Action Cllr Leather will ask Brocklehursts permission to use their car park

Action Cllr Holes to collect all items required from the storage unit including banners, bags, mugs, maps (if any) and postcards (if any)

Action Cllr Franks will post information on Facebook pages for the Parish Council and Prestbury

Volunteers available

- Cllr Holes friend and possibly one of his sons at the beginning and the end
- Alan Miles (all day) and Karen from 2pm
- John Martin – Cllr Holes will check
- Ian Marshall and Mark Barratt re road closure
- PPC Clerk
- Friend of Cllr Herbert
- RFO to be confirmed
- Advert has been placed in newsletter which will be issued shortly

Action Cllr Holes will collect 8 tables from the Village Hall including one for Friends of Prestbury; chairs have been ordered

Action Cllr Holes will book a van from Enterprise from Friday 10th – Monday 13th December with he and Cllr Franks as drivers and will include additional insurance

Action Agreed following advice from Jackie Weaver and much discussion that we can invoice businesses for a contribution to the Christmas Fair, this is not VATable Cllr Franks will action this

Action – Cllr Holes will try to get the 2 buskers to perform; agreed that both the Samba band and the girl singer with the horsebox would be better in the summer

Nothing has been heard from Poynton Round Table re Santa's sleigh and therefore this will not be progressed

3 Safety Management Plan

Confirmed by Andrew Latham that we need to have a safe area for a lost child until they are reunited. First aiders are probably DBS checked.

Agreed that Cllrs Holes, Leather and Herbert should apply for a DBS check

Action Cllr Herbert to ascertain how we do this paying with the Council debit card if possible
Cllr Franks confirmed that process takes 24 hours and lasts 3 years

Action Cllr Dicken will inform the Police Sergeant that the event is taking place

Confirmed that the contract with St John Ambulance is in place

Walkie talkies will be paid for this week

The Bridge Hotel have been reminded that their customers will not be able to exit via Abbey Mill

4 Financial Plan

Proposed and agreed to update the financial plan for 2021 for the amounts discussed above.

Cllr Holes proposed buying 2 sets mains extension reels IP 54 rated and 3 boxes at a cost of approx. £180 – **this was agreed**

Agreed that Cllr Franks could spend approx. £300 on COREX signs

5 Timetable

It was agreed to hold the next Events Meeting on Monday Monday 29th November 2021, at 3.30pm in the Village Hall. A provisional meeting is scheduled for Monday 6th December 2021, due to the forthcoming Winter Fair on Sunday 12th December 2021.

6	Closure of meeting
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The meeting closed at 5.20pm.

Cllr Peter Holes
Chair, Events Committee