

AMESBURY TOWN COUNCIL

Minutes of the Meeting of the Events' Committee held at the Bowman Centre
on Thursday 7th December 2023 at 7pm

PRESENT: Cllr J Jaconiah (Chair), Cllr M Devendran (Mayor), Cllr S Hedge, Cllr L Knight, Cllr J Swindlehurst

IN ATTENDANCE: Cllr A Hagger, Mrs SJ Tucker (Town Clerk) Miss J Taylor (Events' Officer)

PUBLIC:

PRESS: 0

	ACTION
Public Questions No public questions	
1. Apologies for absence Apologies received from Cllr Edwards via email to say he could no longer attend.	
2. To approve the minutes of the last Events' Committee Meeting dated 21st October 2023 Minutes approved.	Chair
3. To receive declarations of interest from members None	
4. To review the events held in 2023:	
4.1. Kings Coronation The Events' officer explained that the Kings Coronation Event was due to take place on the 8 th of May, but unfortunately Bonnymead Rec was severely waterlogged and it could not go ahead. The only cost incurred was the security team, who were unable to move the date. The face painting company postponed enabling the Council to carry the costs on to the Summer Event that was held as a replacement event. Cllr Knight suggested using companies who have a flexible cancellation policy or cancel the event sooner if the weather or ground conditions may not improve. Cllr Hedge seconded this, and Cllr Jaconiah added that an on-site inspection should take place a few days before the event as well as monitoring the weather in advance. The mayor mentioned the previous Town Clerk had spoken with Bawdens about the possibility of a drainage system to prevent future flooding. The Events' officer said she could investigate this as an option. Cllr Knight stated the land was only doing what it was intended to do, and would the Council want to spend money on this. Cllr Knight asked if the schools could be contacted to see if using their halls as a "wet weather" back up was a possibility. The Mayor explained that from her experience the schools were focusing on using their spaces for school activities.	Events officer.
Summer Event Cllr Hedge provided a list notes from the summer event which outlined areas for	

4.2 discussion. The main focus was around health and safety. Cllr Hedge asked if a tool to pick up litter safely and gloves/any PPE could be provided. He asked if stall holders provided all food hygiene ratings beforehand, the Events' officer was able to confirm that they were. Cllr Hedge also raised the concern for more signage, and more advertising.

Cllr Knight asked if marshals/volunteers could be briefed before the morning of the event. The Events officer explained it is common practice to do the briefing in the morning, but better communications could be in place.

The Events officer stated that an onsite walk around would be beneficial for future events, where measurements are taken so that when using stalls, the correct figures can be provided, and an exact number of stalls can be allocated.

To discuss options for events in 2024

5. Cllr Swindlehurst proposed that the Events Officer work in support with the Chamber of Trade, so that knowledge and resources are put to best use to put events on. The Mayor agreed this would be a good idea for the bigger events as there would be easier access to trained security and marshals and Amesbury Town Council help by funding elements of the event and using the Events officer where needed. Cllr Jaconiah urged caution in providing funding that could be seen to benefit companies owned by Cllrs.

Cllr Knight suggested events currently held by Wiltshire Council such as first aid classes at the Bowman Centre, and have the Events officer organise training sessions or information days to help residents better understand things like solar panels. Cllr Knight added there are plenty of low risk, low-cost events we could do that has a big impact on people's lives.

Cllr Hedge asked that the members all send in their ideas for 2024, and the Events' officer could investigate them once these have been submitted to Full Council.

6. The mayor asked that's Full Council needs to decide if Amesbury Town Council is to hold a Firework Event in 2024, or if it will be given to an external agency.

Items for next agenda

Wash up for the Firework Event and Remembrance Service.

7. List of events for 2024.

Date of next meeting

To be decided once all information for fireworks has been submitted.

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