

## Events Committee Meeting 15th June 2023 – Summer Fayre

Location: The Bowman Centre

Present - Chair Cllr Jacob Jaconiah, Mayor Cllr Dr. Monica Devendran, Cllr Steve Hedge. Jenifer Taylor – Bookings and Events Officer, Joanne Johnston – Operations Manager

Public – Cllr Laura Knight, invited by Mayor Cllr Dr. Monica Devendran

Apologies Received from – Cllr John Swindlehurst, Cllr Tim Edwards.

1.	Cllr Knight arrived as a member of the public through an invitation from The Mayor.	The Mayor
2.	Cllr Jaconiah approved the minutes dated 16/05/2023.	Cllr Jaconiah
3.	Agenda handed out to everyone present.	Jenn
4.	<p>Update given on everything done leading up to the Summer Fayre including.</p> <ul style="list-style-type: none"> <li>• Two security quotes provided, waiting for a third to be set.</li> <li>• Marshal companies contacted, two quotes obtained, agreed both are over budget.</li> <li>• Bouncy castle company secured for the date.</li> <li>• Edward Stokes was emailed and would like to provide equipment for the event.</li> <li>• Generators being sourced.</li> <li>• Schools were all sent flyers advertising the fancy dress competition.</li> <li>• Poster completed and sent to Chair and all councillors.</li> <li>• Cllr Taylor confirmed for providing music.</li> <li>• TEN Licence applied for and paid for.</li> <li>• Amesbury Football Club confirmed they will open the bar and toilets.</li> <li>• All other stalls were secured and attending.</li> <li>• Scouts confirmed if they were available on the date, they would be there.</li> <li>• Police and Fire brigade were made aware of the event and will be attending with vehicles and information.</li> </ul> <p>Cllr Steve Hedge provided Jenn with George Stokes' number.</p> <p>Cllr Knight asked if we had a list of volunteers who are trained as a Marshal. Joanne and Cllr Hedge discussed they believed the qualification lasts up to 3 years but would check to confirm. Cllr Hedge then mentioned</p>	<p>Jenn</p> <p>Cllr Hedge</p> <p>All</p>

	<p>doing an online post asking for anyone with a preexisting qualification to contact us, Cllr Jaconiah then agreed to this.</p> <p>Jenn mentioned the security quotes and asked which one of the two provided we would like to go with. Cllr Jaconiah expressed moving forward with the best value for money. Everyone agreed to wait for a third quote that Jenn would obtain.</p> <p>Cllr Hedge mentioned that he had been informed that the Carnival was due to take place on Saturday 22<sup>nd</sup> July. Jenn to find out details.</p> <p>The mayor asked Jenn to check the cancellation policies of all companies used so that no money is spent unnecessarily if the event is unavoidably cancelled.</p> <p>Cllr Jaconiah asked if it would be a possibility that we ask for the central car park to be free parking for the day, to encourage more people to attend the event. Jenn will find out more information on this. Joanne stated there are a limited number of times we can do this, and it will be required for Remembrance Sunday.</p> <p>The mayor suggested that if we do not hear back from Miss Bubble in Amesbury, to speak with the Bubble tea company in Salisbury to see if they attend events.</p> <p>The next meeting for the Events Committee has been booked for 29<sup>th</sup> June 2023. This will be to discuss the summer fayre, fireworks, and remembrance parade.</p>	<p>All</p> <p>Cllr Hedge/ Jenn</p> <p>The Mayor/ Jenn</p> <p>Cllr Jaconiah/ Joanne/ Jenn</p> <p>The Mayor/ Jenn</p> <p>All</p>
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