

Events Committee Meeting 6th June 2023 – Summer Fayre

Location: The Bowman Centre

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

Apologies Received from – Cllr John Swindlehurst

1.	The Mayor gave her apologies for arriving 20 minutes late, due to being held up elsewhere and needing to leave 10 minutes early to set up for the Full Town Council meeting.	The Mayor
2.	Events plan, location maps and Agenda handed out to everyone present.	Jenn
3.	<p>Location maps discussed. Pros and Cons stated for all three suggested locations.</p> <ul style="list-style-type: none"> • It was agreed that the Centenary Pavilion would not be suitable due to the cost and time of ensuring all sports pitches were returned as found. <p>ATC have a good working relationship with the sports teams who use the pavilion. This could be jeopardised should the pitches become damaged due to footfall.</p> <ul style="list-style-type: none"> • Boscombe Down MOD field - There is limited time left to organise the use of the location. Councillors agreed it would not be wise, applying for permissions and seek costs due to being too time-consuming. • All agreed on using Bonnymead due to the fact we would be able to use the bar and toilets from Amesbury Football Club. <p>It has all the risk assessments and background work already completed.</p>	All
4.	Cllr Steve Hedge to email Jenn with George Stoke's number to discuss stalls.	Cllr Hedge
5.	Jenn spoke about which entertainment and food vendors are attending on the day. As mentioned in the Event Plan.	Jenn
6.	Contact Scouts, Girl Guides, and Girls Brigade to ask if they want to be involved.	Jenn
7.	Contact all Amesbury Schools to promote a fancy dress competition for them to take part in. Jenn to create flyers to be given to schools.	Jenn

8.	The Mayor said that she will contact the Indian Grocery Stores for Coconuts and to organise the coconut shy.	The Mayor
9. 10.	Contact the police, Ambulance, and Fire Brigade to make them aware of the event, also to invite them to bring some vehicles for the community to see.	Jenn
11.	The start time of 12pm and finish time of 4pm was agreed on.	All
12.	Jenn to contact landowner of the grassed area by the car park to see if we can use as additional parking.	Jenn
13.	Jenn to send across quotes from Security Companies and Marshalls to the Chair.	Jenn / Cllr Jaconiah
14.	Jenn to investigate timescale for obtaining a TENS Licence.	Jenn