

Minutes of the meeting of the Events Committee of Tibshelf Parish Council held on Tuesday 14th January 2025 at 7.00pm in Tibshelf Village Hall

DRAFT Minutes

Members Present: Cllr J Gilbody (Chair), Cllr H Varney (Vice chair), Cllr A Beckett, Cllr M Ward, Cllr L Kingscott and Cllr S Wood.

Community Representatives: W Kingscott, D Gibb, Z Redfern and C Whitehead.

In attendance: R Tattershaw – Parish Clerk, and 1 member of the public.

EC073 To receive apologies for absence.

None.

EC074 Declaration of Members' Interests.

None.

EC075 Requests for Dispensations

None received.

EC076 Public Speaking

None.

EC077 Confidential items

It was agreed there were no confidential items on the agenda.

EC078 To consider co-option of community representatives onto the Events Committee.

It was moved by Cllr Beckett, seconded by Cllr Kingscott, and resolved unanimously to Co-opt Laura Lloyd onto the committee as a Community Representative for the Scout Group.

EC079 To approve the draft minutes of the Events Committee Meeting held 10th December 2024.

It was moved by Cllr Beckett, seconded by Cllr Kingscott, and RESOLVED unanimously to accept the minutes as an accurate record.

EC080 To note the Tibshelf Events Calendar and approve dates for 2025 council events.

The following dates were agreed and added to the Events Calendar:

- Christmas Fayre 15/11/2025
- Christmas Light Switch on 28/11/2025
- Carol Service 15/12/2025
- New Year's Eve Party 31/12/2025

EC081 To note an update on the VE Day 80th Anniversary event and approve any associated costs.

It was noted:

- a) A singer and a guitarist had been provisionally booked from 3.30pm to 4.30pm at a cost of £200.

It was moved by Cllr Beckett, seconded by Cllr Kingscott and RESOLVED unanimously to confirm the singer and guitarist booking.

It was agreed:

- b) The afternoon tea event will start at 1.30pm and finish at 5.30pm and will be free to Tibshelf residents over 65. There will be a charge of £5.00 for anybody wishing to purchase one.
- c) The 80's disco will start at 7pm and finish at 11.30pm.
- d) Tibshelf Historical Society will be invited to have a display at the afternoon event.

7 Committee members confirmed their support at the event.

EC082 To note an update on the Music Festival event and approve any associated costs.

It was noted:

- a) Cllr Gilbody is seeking quotes for a stage and has provisionally booked 4 tribute acts at an approximate cost of £2300.
- b) W Kingscott confirmed the bar booking.
- c) Z Redfern has provisionally booked a shooting bus – free of charge.

It was moved by Cllr Wood, seconded by Councillor Varney and RESOLVED unanimously to confirm the 4 tribute act bookings.

It was agreed the event will start at 2pm and finish at 9pm.

ACTIONS

- a) D Gibb to investigate a compare.
- b) Cllr Gilbody to speak with the Jowett School of Dance.
- c) Cllr Wood to approach a local business regarding a food stall, generators, and toilet facilities.
- d) Cllr Beckett to approach stalls and advise they must provide their Public Liability Insurance details to the Clerk before the event. There will be a charge between £15 and £30 for stalls.
- e) L Lloyd to look into the provision of teas and coffees.
- f) W Kingscott to confirm the availability of tables and chairs and the Rangers to collect.
- g) Cllr Beckett to look into first aid provision.
- h) The Clerk to look into security provision
- i) The Clerk to make an application for a Temporary Event Notice.
- j) The Clerk to draft the Event Management Plan and Risk Assessment.
- k) The Clerk to confirm insurance policy requirements.

It was moved by Cllr Gilbody, seconded by Cllr Beckett and RESOLVED unanimously to recommend to Full Council to increase the event budget from £3500 to £4500.

EC083 To consider an event for St Patrick's Day

Cllr Wood would like to hold an event on behalf of the Village Hall on the evening of Saturday 15th March 2025 to celebrate St Patrick's Day. Cllr Wood has provisionally booked a singer at a cost of £150 and recommends charging £5 a ticket with entry restricted to 18's+.

It was agreed to hold the event and 6 Committee members confirmed their support on the night.

EC084 Correspondence received

a) To consider an email requesting silent fireworks

b) To consider an email requesting the Parish Council consider no or low noise fireworks

It was agreed unanimously that the children's firework display would remain as a 'no bangs' event, but the main firework display would continue as a non-silent event. The fireworks display will continue to be advertised via social media, the parish newsletter and website to ensure animal owners could make suitable arrangements.

EC085 To consider a date for the 2025 firework display event and approve any associated costs.

Cllr Beckett seeking further information and to update the Clerk. To be deferred to the next Events Committee Meeting.

EC086 To consider booking a singing group for the Carol Service.

Committee members to provide the Clerk with suggestions. To be deferred to the next Events Committee Meeting.

EC087 To approve booking Peak 4x4 for the Remembrance Service parade.

It was moved by Cllr Beckett, seconded by Cllr Ward and RESOLVED unanimously to approve booking Peak 4x4 for the Remembrance Service parade with a donation and mileage costs to be paid.

EC088 To confirm date and time of next meeting.

Tuesday 25th February 2025 at 6.30pm.

Meeting closed at 8.30pm.