

Date: 18/02/2025

To: Cllr J Gilbody (Chair), Cllr L Kingscott, Cllr A Beckett, Cllr M Ward, Cllr H Varney (Vice Chair), Cllr S Wood and Committee Members W Kingscott, C Whitehead, Z Redfern, D Gibb and L Lloyd.

You are summoned to attend the meeting of **Tibshelf Parish Council Events Committee** to be held at 7.00pm on Tuesday 25<sup>TH</sup> February 2025 in Tibshelf Village Hall.

Rachel Tattershaw

Clerk to the Council ([theclerk@tibshelfparishcouncil.gov.uk](mailto:theclerk@tibshelfparishcouncil.gov.uk))

**AGENDA (MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND)**

1. **To receive apologies for absence**
2. **Declaration of Members' Interests**
3. **Requests for Dispensations**
  - a. To receive and, if appropriate, approve.
4. **Public Speaking**
  - a. A period of **not more than fifteen minutes** will be made available for members of the public and Members of the Council to comment on any matter.
5. **Confidential items**

The Council are recommended to resolve members of the press and public are excluded from the meeting during consideration of the following agenda items by reason of the confidential nature of the items of business to be transacted in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, by reason of the confidential nature of the following business.
6. **To approve the minutes of the Events Committee Meeting held 14<sup>th</sup> January 2025.**
7. **To note the Tibshelf Events Calendar and update if required.**
8. **To note a grant of £250 has been allocated to Tibshelf Parish Council towards the costs associated with the Music Festival from the Members' Community Leadership Fund through the support of County Councillor James Barron.**
9. **To note the Historical Society have confirmed they will provide a display for the VE Day 80<sup>th</sup> Anniversary event.**
10. **To approve Alfreton Male Voice Choir for the Carol Service event at a cost of £150.**
11. **To note Pyrotex have confirmed this year's fireworks display for the 7th November 2025 at 6pm and to consider security and first aid requirements and costings.**
12. **To consider a quote for afternoon tea boxes of £5 per box for the VE Day event - tabled by Cllr Wood.**
13. **To note the purchase of tablecloths, flags, and napkins at a cost of £35.42 for the VE day event.**
14. **To note an update on confirmed acts and vendors for the Music Festival and approve associated costings.**

- 15. To consider 3 quotes received for first aid support for the Music festival (up to 2000 people):**  
Quote 1 £600 1 x paramedics and 4 x FREC level 3 staff.  
Quote 2 £308 + VAT for 2 first aiders and 1 advanced first aider – FREC level 3.  
Quote 3 £404 – 3 First Responders at FREC level 3 or 4 and a full medical kit.  
*Use of the pavilion will be required.*
- 16. To consider the music festival security quote of £550 to provide 3 staff until 5.30pm and then an additional 2 staff until 9.30pm.**
- 17. To consider food vendors for the music festival and BDC Environmental Health requirements.**
- 18. To consider skip and toilet hire and associated costings for the music festival.**
- 19. To consider marketing of the music festival/local business sponsorship opportunities and an events programme**
- 20. To note a Temporary Event Notice application was made for the Music Festival on the 15/01/2025.**
- 21. To consider the Music Festival site plan– example attached.**
- 22. To review and consider the requirements of the Music Festival Risk Assessments – update from the Clerk.**
- 23. To note an update on the Music Festival Event Management Plan required by BDC – update from the Clerk.**
- 24. To consider a St George’s Day event – tabled by C Whitehead.**
- 25. Confidential items**
- a. Exclusion of public and press
  - b. To exclude the public & press, in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, by reason of the confidential nature of the following business.
- 26. To confirm date and time of next meeting.**