

**Minutes of the meeting of the Events Committee of Tibshelf Parish Council held on Tuesday 29<sup>th</sup> April 2025 at 6.00pm in Tibshelf Village Hall**

**Minutes**

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

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

**In attendance:** R Tattershaw – Parish Clerk.

**EC0127 To receive apologies for absence.**

Apologies received from Cllr M Ward. L Lloyd and Z Redfern.

**EC0128 Declaration of Members' Interests.**

Cllr Wood declared an interest in item 11 - To consider an Elvis tribute night on Saturday 26<sup>th</sup> July 2025 to raise funds for the Village Hall.

**EC0129 Requests for Dispensations**

None received.

**EC0130 Public Speaking**

None.

**EC0131 Confidential items**

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

**EC0132** It was moved by Cllr Beckett, seconded by Cllr Varney and **RESOLVED** unanimously to move item 11 on the agenda to item 6 on the agenda.

**EC0133 To consider an Elvis tribute night on Saturday 26<sup>th</sup> July 2025 to raise funds for the Village Hall.**

It was moved by Cllr Gilbody, seconded by Cllr Beckett, and **RESOLVED** unanimously to hold and Elvis Tribute night on Saturday 26<sup>th</sup> July to raise funds for the Village Hall.

- The event will include 3 tribute acts at a total cost of £150.
- Tickets will be sold for £10.00 each.
- Public Liability insurance is in place.
- Own PA system.

**EC0134 To approve the minutes of the Events Committee Meeting held 25<sup>th</sup> March 2025.**

It was moved by Cllr Beckett, seconded by Cllr Wood, and **RESOLVED** unanimously to approve the minutes of the meeting.

**EC0135 To review the VE Day event schedule and note an update on the VE Day Brew and Bake coffee morning event.**

The following was agreed:

- Cllr Wood to organise background music.
- Clerk to purchase tea/coffee/squash.
- Clerk and D Gibb to decorate the hall.
- VE Day Brew and Bake cake sale to take place.

**EC0136 To approve the VE Day risk assessment.**

It was moved by Cllr Beckett, seconded by Cllr Wood, and **RESOLVED** unanimously to approve the VE day risk assessment with W Kingscott as the nominated first aider.

**EC0137 To review the Music Festival event and any associated costings including:**

a) To consider rodeo bull entertainment 7-9pm at a cost of £390.

It was moved by Cllr Beckett, seconded by Cllr Gilbody, and **RESOLVED** unanimously not to book the rodeo bull entertainment.

b) To approve payment of £35 to Jowetts School of Dance.

Cllr Beckett and Cllr Gilbody both offered to personally cover this payment.

6.25pm Cllr Kingscott arrived.

c) To note an update on confirmed stalls.

The Clerk confirmed payment and PL insurance details have been received from 4 stall holders.

d) To note an update on confirmed food vendors.

No food vendors have been confirmed at this stage. Cllr Beckett to follow up.

e) To note an update on confirmed children's entertainment and acts.

The Clerk confirmed K Mee has provided PL insurance for the inflatables and will forward PIPA confirmation nearer the date.

6.28pm W Kingscott arrived.

f) To note an update on the TEN.

The Clerk stated that she is unable to confirm the TEN application with BDC as they require a list of food vendors, and these are not yet confirmed. The Clerk asked for a deadline of the 20<sup>th</sup> May for this information to ensure the TEN application is completed on time.

g) To confirm ground security arrangements incl. delivery and collection times – stage/toilets etc.

- The toilets will be delivered Saturday 21<sup>st</sup> June at 9am and collection arrangements will be made with the Ranger the following week.
- The stage will be set up on the Friday evening – the Clerk to confirm collection arrangements.
- The skip will be delivered on the Friday and collected on the Monday.

h) To note payments schedule for acts/stage/audio.

The Clerk confirmed deposits have been paid to all acts, and for the stage and audio equipment. Outstanding balances would be made on the day of the event.

i) To note event programme advertisement confirmed sales.

The Clerk confirmed printing costs had been covered and there may be further adverts confirmed.

j) To note an update on raffle prizes.

Some raffle prizes have already been received – Events Committee members to follow up.

**EC0138 To consider a quote for £100 to provide security on the rear field by 2 security officers at the firework display from 5.30pm until 6.45pm.**

It was moved by Cllr Beckett, seconded by Cllr Wood, and **RESOLVED** unanimously to approve the quote from Overwatch Security for £100 to provide security on the rear field by 2 security officers at the firework display from 5.30pm until 6.45pm.

**EC0139 To confirm date and time of next meeting.**

Tuesday 3<sup>rd</sup> June 2025 at 6.30pm.

The meeting closed at 6.45pm.