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Minutes of the **Blakeney Parish Council 'Events/Party on The Pastures Committee'** which was held on **Monday 3rd June 2024 at 5pm** in The Parish Office.

Present:- Samantha Arlow (Chainman), Jess Daynes, Lynn Massingham & Alison Jewell.

Clerk:- Tracey Bayfield

Did not attend:- Alison Wagstaffe & Judy Pegden

Public:- 0

1. **Resolved** to appoint Samantha Arlow as **Chairman** for 2024/25.
2. **Apologies** for absence were received and **accepted** from Rosemary Thew.
3. There were no **Declarations of Interest or requests for Dispensations** from any committee member.
4. **Resolved** that the **Minutes** of the Events Committee meeting held on Monday 19th February 2023 are to be signed as a true record..
5. **Open Public Session** was not required.
6. **Bookings for Sunday 18th August 2024** – updated and all **agreed** as below and other various ongoing enquiries will be reported on at our next meeting.

Music - Nightrain Band, Fakenham Town Band, True Steel Band, The Old Wild Rovers, Angel Voices Choir. *All booked.*

Big Top/Stage – Circus Ferrel to confirm arrival date, but will coincide with us using on Sat 17th and Sun 18th August. *All booked.*

Entertainment – Dog & Duck Show, Dandini Puppets, Auction of Promises, Community Volunteer Award, Army Assault Course, Foot Pool, Giant Games, Kids races; Races, Tinkerbelle the Unicorn Pony, Police, Bluey costume, Kids Drive Cars, Grays Funfair. *All booked.*

For Races; Flat Race, Egg & Spoon & Sack: 3 classes; with a 1st prize of £5 each and a 2nd prize of £3 each. (£24 in £1 coins needed) JD to sort class ages, poster

Dog Show – Organised by Jess. *All booked.*

Food & Drink – Cardarelli's Cakery (**would prefer not to do hot drinks, agreed if another provider can be found**), Bucket List Chips, Ice Cream, Norfolk Thai & Adnams Bar, Big Pan Paella & Coffee Café. *All booked.* (Randy's Seafood to be booked now for Sunday 17th August 2025)

P.A. System & Lighting – Norfolk Sounds, again good coverage, and allow space

between speakers and stall holders. <i>All booked.</i>
Trade Stalls – 23 booked to date in addition of course to the entertainment, food etc.
Charity Stalls – Pancreatic Cancer, East Anglian Air Ambulance, Glaven Caring, NSPCC/SPAR, Emma’s Hedgehog Rescue, Blakeney Primary School PTFA, Holt & District Rotary, C.A.T.S., Norfolk Constabulary. <i>All booked.</i>
Car Boots – 2 booked at the moment.
Publicity – Will start to compile posters and advertise shortly.
Auction of Promises – DD has confirmed, but best to have a firm <i>Plan ‘B’</i> .
Toilets – We can once again make use of the village hall toilets whilst the craft fair is open. After that, we will not use them for the evening. Lynn Massingham will do a clean at 1pm (ish), as a thank you gesture, and will need access to the janitor’s cupboard to replenish. (Any different and LM will advise.)
First Aid – The volunteers will be approached in due course.
Event Programme/Timings – This will be worked on in due course.
Car Parking - The overflow car park will be manned from 9am and a charge per vehicle will be made of £4.00.
Site Plan, Risk Assessments & Insurance – The Clerk will complete in due course. The T.E.N. (NNDC) has already been applied for.
Community Awards presentation – Has been advertised, with a closing date for applications of Wednesday 24 th July 2024.
Budget – The committee is tasked with delivering this event as cost neutral if possible. Projected Income at this point in time including the £3k starting budget is £7,944.50 and projected expenditure sits at £5,400.

7. Bingo in the ‘Big Top’ on the evening of Saturday 17th August.

Raffle Prizes	Via £60 voucher kindly donated by SPAR
Ice Creams	Can we find a seller for a 5pm start
T.E.N.	Can we apply to NNDC so that attendees can bring their own bottles to this event.

8. There were no other items not already covered above in relation to the **Event** which need to be addressed this evening or carried forward to the next meeting/agenda.

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9. Date of next meeting to be confirmed in due course.

Meeting closed at 6:15pm.

Chairman _____