

# Priddy Parish Council

MINUTES of the Events Committee held on **Monday 17<sup>th</sup> September, 2018** at **7:00pm** in the Village Hall

**Present:** - Councillors Kate Greet (Chair), Chris Dyke, Robin Maine (from 7:20), and John Dally, Tamsin Smith, Kathryn Burgess, Dan Flury, Steve Main, Linda Main, Steve Sparkes (from 7:20)

PCE18/01 **Apologies for absence:**

William Newton Newey (Clerk)

PCE18/02 **Declarations of Interest:**

*Members are required to act in accordance with the Priddy Parish Council Code of Conduct dated 1<sup>st</sup> August 2012 (clauses 10 – 14) where a matter arises at the meeting in which he/she has a disclosable pecuniary interest or other interest as detailed in the Code. Unless a dispensation has been granted the member shall not participate in the discussion or vote on the matter or shall withdraw from the meeting as required by the Code.*

None

The Chair thanked committee members for volunteering to join and confirmed the Terms of Reference and operational procedures.

PCE18/03 **Implement Sale, Rural Crafts Fair and Funday – 29<sup>th</sup> September**

This will begin at 10am and all plans are in place. A full Risk Assessment will be forwarded to the Clerk. CD

Set up will begin on Thursday 27<sup>th</sup> September, with car parking and road signage. The auctioneer and other external participants have confirmed they have Public Liability insurance. A bar licence has been obtained and the parish church have arranged catering. Stewards and First Aid personnel are also organised throughout the day.

Steve Main reported there have been some issues with electricity cutting out at Manor Farm so a back up generator may be needed. Barry Payne may have one. CD

A 'wash up' meeting will be held after the event and before the next Events Committee.

PCE18/04 **Bonfire and Fireworks – 5<sup>th</sup> November**

A Risk Assessment provided by Pyrotastic has been drafted and will be forward to the Clerk. This company and the external caterers have their own Public Liability Insurance and no other licences are required. First Aid and Stewards have been arranged. JD

There was major concern about the insurance company stipulation that the bonfire should be 75 metres from property as this has never been the case in previous years. The proposal is to light the fire in a contained 3.5 metre square brazier, with barriers at around 10 metres. This has been acceptable to previous insurers and the authorities. The Green will be measured and members resolved that the Clerk should approach the insurance company to obtain consent to light the bonfire at the appropriate distance. WNN

PCE18/05 **The Battle's Over Beacon – 11<sup>th</sup> November**

The same brazier will be used for this event so the insurance company needs to be asked to confirm the arrangements used in 2016 are acceptable. The distance from the car park was around 30 metres; a photo can be supplied. WNN

Stewarding, catering arrangements and publicity will be arranged once this is confirmed, and a Risk Assessment sent to the Clerk. Priddy Friendly Society will meet on Monday 1<sup>st</sup> October. JD

PCE18/06 **Other Forthcoming Events**

Cllr Maine reported MFH Opening Meet will be on 3<sup>rd</sup> November. He expects to be contacted by the Chair.

PCE18/07 **Matters of Report**

None

PCE18/08 **Date and Time of Next Meeting**

Monday 15<sup>th</sup> October, 7:30 pm., Priddy Village Hall.

Kate Greet, Chair

18<sup>th</sup> September 2018