

**Minutes of the Meeting of Hellesdon Events Committee
Held on Tuesday 28th March 2023, 4.00 pm in the Council Chamber**

Present at the Meeting

Cllr L. Douglass
Cllr R. Forder
Cllr S. Gurney
Cllr D. Britcher
F. LeBon - Clerk
L. Pointin – Senior Admin Officer
J. Jenkins – Compere
S. Smith - Volunteer

Welcome

The Chair welcomed the members present along with Jack Jenkins the Master of Ceremonies for the 24th June 2023.

1. Apologies and acceptance for absence

Apologies were received from Cllr B. Johnson.

2. Declaration of Interest and Dispensations

No dispensations or declarations were made.

3. To receive approval of the minutes of the committee meeting held on Monday 28th February 2023.

Minutes were circulated and **AGREED** by those present at the meeting held.

4. Public Participation (as permitted by Standing Order 3.d & 5.k. xiii)

No member of the public attended the meeting.

5. Summer Fayre 2023

The Senior Admin Officer and Cllr Douglass have now met with the Facilities Manager to agree the layout for the Summer Fayre, copies of the layout were circulated at the meeting.
All were in agreement with the layout.

Confirmed vendors:

Drip Drop Bake Stop	Dreamy Ice Rolls
Cakes and Catering By Lauren	Norfolk Raiders
African Kitchen	The Little Seafood Truck
The Coffee Club Norfolk	Dimascio
The Durban Grill	Daintys Kitchen (Burgers)
Craftily Bars & Events	

The café will not be opening on the 24th due to availability of staff.

Hellesdon History has been approached to see they would like to have a room in the Community Centre to present Hellesdon History, as yet there has been no response.

Approved.....

Date.....

Gateway Vineyard have been approached to see if they would like to run some craft activities for children in the Community Centre, as yet we have not received a response.

The hope is that we have a community group running some activities in the Community Centre.

There is an option of setting up either the Sylvia Watling or the Olive Haseltine Room as a rest room with tables and chairs being available.

A question was raised as to what we would do if it rains on the 24th, as all the activities and food are based outside we would not be able to accommodate moving inside with the exception of the competition boards, although these would be under a gazebo.

Cllr Forder asked whether or not there would be an interest in a photo booth, it was agreed that we would have one, Senior Admin Officer to email Cllr Forder a booking form to pass on to the prospective vendor.

We have a Coconut Shy which has been donated, we have yet to establish the reliability of it.

There have been suggestions from residents that there is a fancy dress parade, there would be no theme as this can limit participation.

Senior Admin Officer has spoken with the PA hire company and been advised that music can be blue toothed however, wires would be required to connect all speakers together. There would be no additional charge for the speakers being wired.

Running Order

12.00 pm – Fancy Dress Parade in the arena, each entrant will receive a lollipop.

12.15 pm – Egg and Spoon Race – (under 10 and over 10's) potentially with a demonstration by Councillors.

1.00 pm – Three Legged Race – Adults and Children

2.00 pm – Hobby Horse Derby

3.00 pm – Photo Competition Awards

3.15 pm – Tug-of-War

There will be music in between each event. Some thought will need to be given to the playlists. Jack Jenkins will have a look at some of the playlists which he uses for work.

As previously discussed Welly Wanging will take place on the hard courts, Kingsley Avenell has volunteered his services.

6. Exchange of Information

No matters raised.

7. To confirm the date, time and venue of the next meeting

Tuesday 25th April 2023 @4pm.

Approved.....

Date.....