

**Minutes of the Meeting of Hellesdon Events Committee
Held on Tuesday 21st June @ 7.00 pm in the Council Chamber**

Present at the Meeting

Cllr Douglass

Cllr Forder

Cllr Johnson

Cllr Gurney

L Pointin – Senior Admin Officer

1. Welcome

The Chair welcomed the members present, there were no members of the public.

2. Apologies and acceptance for absence

No apologies were received.

3. To receive approval of the minutes of the committee meeting held on the 25th May 2022.

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)

5. Platinum Jubilee Fayre

What went well / What didn't go so well

Following discussion around the catering in the Parish Office kitchen for this event, it was brought to attention that for future events, organisers need to be more mindful regarding compliance with Health & Safety issues and food hygiene regulations.

It was felt that the event went exceptionally well considering the limitation of food vendors available during the Jubilee celebratory weekend.

The charity stalls were all local, this was an added benefit as the money raised staying within Hellesdon. Notably The 2nd Hellesdon Brownies raised over £400 on the day which was a significant amount.

It was noted that Sarah Smith who volunteered worked extremely hard. Members felt it was important that this is acknowledged, Senior Admin Officer to email Sarah to convey the heartfelt thanks of the committee, equally the same for Tayna Price-Morris and Lennon for their hard work and providing live music on the day as well as organising the steam cars, all very popular.

Once the event was underway, participants were more on board with getting involved with the races, after these had been completed, we had further queries of when the next one would be. It was felt that for further events, we would have the music early on with the races later in order give more people the ability to partake.

Feedback from an impromptu volunteer was that if we were to have future events, we might consider having stalls on the left-hand side of the recreation ground near the fence as this would offer stall holders some cover from the elements.

The lollipops and stickers were very popular with the children, if future events are organised these are a must.

6. Scarecrow Festival

It was agreed that we hold a Scarecrow Festival in the October half term. This will run from the 24th to 28th October 2022. The theme this year will be Disney characters, entrants will be invited to submit

Approved.....

Date.....

photo's of their scarecrow with voting taking place on Facebook. The photo competitions for the Jubilee worked well on Facebook and was engaging for residents, prizes for the scarecrow competition will have first, second and third places with the prizes being glass paperweights which will be engraved.

- Location of all entrants for trail map by 21st October 2022.
- Map live on 24th October 2022.
- Image submission for competition 12pm on 25th October 2022.
- Facebook voting 5pm on 25th October until 12pm on 1st November 2022.
- Winner announced on 2nd November 2022.

Hellesdon Open Gardens

It has been agreed that we hold a Hellesdon Open Gardens in the last week of July 2023. The suggestion was had that we have the café open so that residents can have somewhere rest. Cllr Douglass has since had a conversation with Broadland District Cllr Prutton and due to gardens flourishing in early June, the optimal time would be the 1st week of June 2023.

7. Decision on event for 2023

It was agreed that we would hold a Hellesdon Mid-Summer Fayre on Saturday 24th June 2022, it will run from 12 pm to 4 pm. Senior Admin Officer to contact all the food vendors who were involved in the Jubilee celebration to offer them the opportunity to have a stall, also to engage the services of VTS Event Medical who were the First Aiders.

The consensus was that we could upscale the event and engage with additional food vendors. Senior Admin Officer to contact a variety of food vendors for a wider range of delicacies.

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

To be arranged once we have an opening date for the Community Centre.

Approved.....

Date.....