

**SOUTH WOODHAM FERRERS TOWN COUNCIL
EVENTS COMMUNITY& LEISURE COMMITTEE**

MINUTES of an Extraordinary Meeting held at Champions Manor Hall on
Tuesday
21st February 2023 at 6.30pm

Present

Councillor Crosbie (Chairman)

Councillor Eley
Councillor Kelly

Councillor Sherlock

Councillor Massey

In attendance: Town Clerk & Councillor O'Brien

ECL87 Apologies for Absence

Apologies of absence were received from Councillors A A Humphrey, A Humphrey, Perham Lake & John

ECL88 Dispensation Considerations

No dispensation considerations received.

ECL89 Declarations of Interest

No declarations of interest received.

ECL90 Confirmation of Minutes

Minutes of the Leisure meeting held on 10th January 2023 were **APPROVED** as a true record and signed by the Chairman.

Proposed: Councillor Eley

Seconded: Councillor Kelly

Vote: **Carried**

ECL91 Public Questions

No public questions raised.

ECL92 King's Coronation Events 2023

Committee received a report from the Events Working Party regarding arrangements/recommendations for the Coronation event on Sunday 7th & Monday 8th May 2023.

Sunday 7th May 2023 Big Lunch Event.

Proposal: Two quotes received the committee to accept the quote for the stage from FOH Ltd.

Proposed: Councillor Massey

Seconded: Councillor Eley

Vote: **Carried**

Proposal: To agree stall fees at £10 for commercial stalls and no charge for charity/community groups. Food vendors will be charged at £20.00.

Proposed: Councillor Crosbie

Seconded: Councillor Kelly

Vote: **Carried**

Proposal: To accept quote from Makira Medical & Event Services Ltd

Proposed: Councillor Eley

Seconded: Councillor Sherlock

Vote: **Carried**

Proposal: To accept quote from MHC Events Ltd for 14 trestle tables with 80 chairs in a 9mx12m Marquee

Proposed: Councillor Massey

Seconded: Councillor Kelly

Vote: **Carried**

Proposal: To accept quote for a static Birds of Prey display

Proposed: Councillor Eley

Seconded: Councillor Crosbie

Vote: **Carried**

Proposal: To accept quote for a 'Royal Visit' walkabout act, The King two Beefeaters and royal carriage.

Proposed: Councillor Massey

Seconded: Councillor Sherlock

Vote: **Carried**

Proposal: To accept quote for a Main Stage Headline Act Abba Tribute up to a budget of £3000.00. This will be for the last hour of the event 4-5pm.

Proposed: Councillor Massey

Seconded: Councillor Kelly

Vote: **Carried**

Proposal: To recommend a budget and overall breakdown of costs to Finance & Projects Committee on 7th March 2023. Village Hall to keep bar income and Town Council agree split proportion of profits after expenditure 70/30% (Town Council/ Village Hall). Town Council to use EMR National Events funds to fund its investment in the operation.

Proposed: Councillor Massey

Seconded: Councillor Crosbie

Vote: **Carried**

Proposal: The Town Council to purchase two photo screens that will also be an investment for future Town Council events.

Proposed: Councillor Crosbie

Seconded: Councillor Kelly

Vote: **Carried**

Monday 8th May 2023 Seniors Coronation Party

Proposal: Councillor Kelly to organise the Seniors event for 70 people on Monday 8th May 2023 1-3pm at Champions Manor Hall. Budget of £500.00 to include entertainment and food. Tickets to be sold by the office at £3.00 per ticket.

Proposed: Councillor Kelly

Seconded: Councillor Massey

Vote: Carried

ECL93 Report to Council

- Coronation Events 2023.

ECL94 Media Coverage

Coronation events. Councillor Humphrey to complete posters and tickets for Seniors Coronation Party.

ECL95 Next Meeting

The next meeting of the Events Community & Leisure Committee will be held on 21st March 2023 7.30pm.

There being no further business to discuss the Chairman closed the meeting at 7.24pm.

Signed.....

Date: 21st March 2023

Chairman of the Meeting