
Hollinswood and Randlay Parish Council

Chairman of the Committee: Cllr S Vaughan-Hodkinson

Clerk: Katrina Baker MBE

EVENTS COMMITTEE

MINUTES of the meeting held in the Pavilion on Monday 1st July 2019 at 7.00 p.m.

PRESENT:

- Councillor S Vaughan-Hodkinson
- Councillor S Unwin
- Councillor V Holt
- Councillor H Unwin
- Councillor J Creed
- Councillor S Snell
- Councillor C Turley
- Councillor E Dalby

In Attendance:

- Katrina Baker, Clerk
- Glyn Johnson
- Stuart Fisher
- Liam Seabury
- Tim Thomas

E2019/630 WELCOME

Councillor Vaughan-Hodkinson opened the meeting and welcomed everyone. She introduced Tim Thomas, Rodeo Bull UK, who is working with the Parish Council to provide entertainments for this year's Fun Day. Councillor Holt was welcomed to her first meeting.

E2019/631 APOLOGIES

Councillor L Ricketts	Work Commitments
Councillor J Johnson	Work Commitments
Councillor T Wust	Work Commitments
Councillor G Sinclair	Unavailable for Fun Day

It was proposed by Councillor G Turley and seconded by Councillor E Dalby, all were in favour and thus it was

RESOLVED that these apologies be accepted.

E2019/632 MINUTES OF THE MEETING HELD ON 3RD JUNE 2019

It was proposed by Councillor S Unwin and seconded by Councillor Dalby that the Minutes of the meeting held on 3rd June be accepted as a true record. With two abstentions, all were in favour and thus it was

RESOLVED that the Minutes of the Meeting held on 3rd June 2019 be signed by the Chairman as a true record.

E2019/633 MATTERS ARISING (NOT OTHERWISE ON THE AGENDA) PROMOTION OF CHAIRMAN'S AWARDS

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The Clerk confirmed that this had been included in the recent newsletter and follow up information will be available on the website and through facebook. We will contact past recipients to ask permission for their details to be used in promotions to encourage more applications.

CHARITY FUND-RAISING

This year's total is already in now £350.32. The Chairman is raising funds to provide both Primary Schools with a Defibrillator.

CALENDAR OF EVENTS

Tadlop has kindly agreed to provide the entertainment for a Charity Event in September.

Members agreed that the May Day VE Day Street Party will take place on Friday, 7th May 2020 in Downmead.

LEAF

As no further information is yet available, it was agreed that our promotion of this initiative will remain on hold for the time being.

E2019/634

CALENDARS

Members confirmed the idea of each Councillor taking responsibility for the content of one month in the calendar. Each month is linked to a service or facility that the PC offers. Photos are needed, along with a short description of the service, a Councillor photo and contact details. A collage of photos can be used, but the end result must be in landscape.

E2019/635

FUN DAY 2019

The final preparations are taking shape. It is hoped that the wet weather plan will now not be required, however better to be safe than sorry.

A plan of the field is nearing completion and will be included in the packs made available to stall holders and stewards on the day.

We will also have a plan of signage and instructions, this will ensure that there is adequate and appropriate emergency access at all times and that instructions to pedestrians and vehicles are clear.

All stewards / volunteers must arrive at The Information Point (near the main entrance) to collect their instructions. Please sign in, with a contact phone number for use on the day, and sign out if you leave the site for any period of time. Please wear PC t-shirts, ID badges and tabards.

Refreshments and sundries will remain available throughout the day.

Friends of Hollinswood & Randlay Valley will have a display near to the Information Point along with the Chairman's Charity Raffle.

Volunteer stewards are welcome on site from 7am.

The draft main arena events timetable was available and will be included in the packs. However, A3 copies will be on display on the site using the A Boards.

Tim will publicise the events throughout the day and in particular the children's picnic with entertainment at 4pm and the Darby Singers at 5pm.

Letters will be delivered to all houses in Darliston and Draycott.

Hollinswood Neighbourhood Centre, 7 Downmead, Hollinswood, Telford TF3 2EW Tel: 01952 567961

E-mail:- enquiries@harpc.org.uk Website:- www.hollinswoodandrandlaypc.org.uk

Hollinswood & Randlay Parish Council and Telford & Wrekin Council have signed up to a Parish Charter –
A commitment by all to work together for the benefit of the wider community.

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Risk Assessments, Emergency Plan and other associated information will be available for all stall holders and master copies at the Information Point.

E2019/636 GARDEN COMPETITION

It was agreed that the Parish Council should encourage local residents to nominate their gardens or a friend / neighbour's garden. This will be advertised on posters and on facebook and information will be available to distribute at Fun Day. Any resident living in Hollinswood or Randlay will be eligible to enter.

There will also be an Allotment Competition. Details will be circulated.

The closing date for nominations will be 20th July 2019.

E2019/637 OTHER BUSINESS

None

E2019/638 DATE OF THE NEXT MEETING

2nd September 2019

Council Chamber

7pm

There being no further business, the Chairman closed the meeting at 8.10pm thanking everyone for their important contribution to the discussions.

SignedDate