

A meeting of the Parish Council Community Events was held on Monday 12th February 2024 at 7.30pm in the Pavilion, Englefield Road, and was attended by the following:

Chair: Cllr Fenwick,
Councillors Present: Cllr Miles, Cllr Paul.
Others In Attendance: Jan Crisp – Administration Officer
Minutes: Jan Crisp

MINUTES

Agenda Item	Minute	Action Agreed
1.	<u>APOLOGIES</u> Cllr Clifford, Cllr Hopcroft, Di Hughes, Clerk	-
2.	<u>DECLARATIONS OF INTEREST & DISPENSATIONS</u> None.	-
3.	<u>APPROVAL OF MINUTES OF THE PREVIOUS MEETING</u>	Minutes of meeting 16 October 2024 approved and signed
4.	<u>OPEN MEETING</u> No members of the public present.	-
5.	<u>ANNUAL PARISH MEETING</u>	Di Hughes had sent an e mail to the committee on 9 February outlining plans for the Annual Parish Meeting which will be held on 29 April 2024. Set up 6pm, open to public 6.45pm finish 8.15pm. Zoe suggested invites and advertising for this event should happen as soon as possible.
6.	<u>COMMUNITY SPORTS DAY</u>	It was agreed to hold this event on Saturday 18 th May 1.30pm – 4.30pm. This will coincide with funfair. We will need volunteers and advertising for the event. A.P. Jan to ask all linked sports groups if they would like to be involved. A.P. Jan to ask ice cream van to attend.
7.	<u>D-DAY 80 – BEACON LIGHT EVENT</u> This is to take place 6 th June 2024 at 9.15pm. The church were asked if they would like to lead on this but they declined although they were happy to be involved.	This event is on a Thursday and late so will not be a big community event. Aim to start at 8.45pm A.P. Zoe to ask Martin if he can say a prayer/blessing and if we can have the event in the church grounds. A.P. Zoe to ask Declan if he can project light show on the church. A.P. Zoe to ask Paul Clifford if he can read the special tribute. If not, Zoe is happy to do this.

		<p>A.P. Jan to contact insurance to ensure we are covered.</p> <p>A.P. Gary to check beacon to ensure it is in working order and get gas.</p> <p>A.P. Jan/Di to register our involvement by 30th May. This will then be shared with media and they will contact us directly.</p> <p>A.P. Jan to ask bagpipe man if he would like to play for the event.</p> <p>A.P. Di to ask fire brigade and police if they would like to attend.</p> <p>We will let the community know the event is happening but we will arrange to film it so that people don't have to come out.</p>
8.	<u>THEALE IN BLOOM</u>	<p>Date to be confirmed but the suggestion was 22/23 or 29/30 June 2024.</p> <p>A.P. Iain to speak to Joanne at Englefield before confirming date.</p>
9.	<p><u>SUMMER FETE 2024</u> This is being held on 7 July 2024 12.00pm – 4.30pm</p>	<p>The marquee and PA are booked. It was agreed to keep price for stallholders at £25.00 and to charge charity stalls £10.00 to be consistent with the Christmas fayre.</p> <p>A.P. Jan to update conditions and share with members before issuing.</p> <p>A.P. Zoe to get wording to go onto stallfinder</p> <p>A.P. Di to advertise event on stallfinder.</p> <p>A.P. Zoe to ask Lee James to bring funfair rides</p> <p>A.P. Zoe to ask Galaxy Bounce to attend</p> <p>A.P. Jan/Zoe to contact people for arena displays; choir (ZF), bagpipes (JC), dance (ZF), Theale Primary (ZF), dog show (JC), Kung Fu (JC), Theale Green (ZF)</p> <p>Bar signage needs to be improved. Can Theale Club do an outside bar?</p> <p>Competitions same as last year – cakes, biscuit decorating, jam, arts & crafts.</p> <p>Adult community games – same as last year</p> <p>Junior community games – changed needed.</p> <p>Discuss at next meeting with Di attending.</p> <p>Need volunteers to run junior games.</p> <p>A.P. Zoe to ask for sponsors</p> <p>A.P. Di to renew lottery licence.</p> <p>A.P. Zoe and Gary to coordinate raffle prizes.</p> <p>Raffle tickets to be sold in advance.</p> <p>A.P. Di to ask those at coffee morning if they can sell raffle tickets.</p> <p>A.P. Di to ask fire brigade and police if they would like to attend.</p> <p>Need more sturdy corex board for advertising on High Street.</p>
10.	<p><u>CHRISTMAS MARKET 2024</u> This will be held on 7 December 2024.</p>	<p>Prices will be the same for stallholders as 2023.</p>

		<p>The plan is to start earlier 2.30pm -5.00pm with road closure from 12.30pm. There will be light switch on and carols round the tree later on (4pm – 4.30pm?).</p> <p>A.P Di and Zoe to consult with businesses on the High Street before confirming time changes.</p> <p>The Christmas window competition will remain.</p> <p>Residents will need letters re road closures. Zoe would like members to consider extending trail.</p>
12.	<u>DATES OF NEXT MEETING</u> March 25th 2024	

The meeting closed at 9.30pm

Chair: Date:

DRAFT