

## BRANDON TOWN COUNCIL

Minutes of the Events Committee Meeting  
held on Wednesday 1st March 2023 in the Council Chamber, Old School House,  
Market Hill, Brandon at 2:00pm

**Present:** Cllr S Annear (Chair), Mrs A Barnes, Cllr J Hughes, Mrs J Prior, Mrs J Blanchard,  
Reverend S Coburn, Mr G Cock – Town Clerk

- 1 **APOLOGIES** for absence and approval of reasons tendered.  
Cllr L Atkins, Cllr S Skinner – apologies accepted.
- 2 **DECLARATION OF INTEREST** and additions to Members Register of Interest.  
Mrs A Barnes and Mrs J Prior – Employees.
- 3 **TO RECEIVE, CONFIRM AND SIGN MINUTES** of Events Committee Meeting of 8th February 2023.  
**Proposer:** Cllr J Hughes  
**Seconder:** Mrs A Barnes  
**Resolution Record No:** **BTCE/185/01/Mar/23**  
**CARRIED:** By majority vote: 5 for, 1 unable to vote.
- 4 **PUBLIC PARTICIPATION**  
None.
- 5 **CORONATION EVENT:-** Location update, attractions and performances, budget, running order, tasks and responsibilities.  
The Clerk advised those in attendance that confirmation had been received from Brandon Remembrance Playing Fields that the area adjacent to the fishing lakes could be used for the event. Mrs Prior then outlined the attractions and performances with a preliminary running order. Mrs Prior also advised the committee that the generator from Travis Perkins would be provided at nil cost to the event and Mrs Barnes had agreed to collect it in the week preceding the event. There was a short discussion regarding the PA system which Mrs Prior would be following up on with the supplier.  
Mrs Blanchard outlined the manufacturing of crowns and Mrs Prior suggested Brandon Town Council providing basic craft supplies.  
Cllr Annear had contacted a magician who was willing to attend the event and she would convey contact details to Mrs Prior.  
Brandon Town Council will supply a number of additional rubbish bins.  
A general discussion ensued regarding the provision of a lost child contact point and first aid facilities. Fire extinguishers would be located adjacent to the brazier and also the BBQ area.

Signed.....

**6 CORRESPONDENCE**

An email was received from the Brandon Remembrance Playing Fields confirming the use of the playing fields for the event. Another email was received from the Brandon Festival asking if the tug of war final could be held at the Coronation Event. It was generally agreed that this would be acceptable and the Clerk would be writing to Brandon Festival.

Reverend S Coburn left the meeting.

**7 ANY OTHER BUSINESS – AT THE DISCRETION OF THE CHAIRMAN**

Cllr Annear enquired if anything was being undertaken for Volunteer Day which is the 8<sup>th</sup> May. It was generally accepted that as this is a bank holiday staff wanted this time off and it was not feasible to pay double time to accommodate this.

The meeting closed at 2.55 pm.

Signed.....