

## BRANDON TOWN COUNCIL

Minutes of the Events Committee Meeting  
held on Thursday 19<sup>th</sup> April 2023 in the Council Chamber, Old School House,  
Market Hill, Brandon at 2:00pm

**Present:** Mrs A Barnes, Cllr J Hughes, Mrs J Prior, Mr G Cock – Town Clerk

Due to the Chair of the Events Committee not being present at the start of the meeting it was agreed that Mrs Prior would Chair the meeting.

- 1 **APOLOGIES** for absence and approval of reasons tendered.  
Cllr S Skinner, Mrs J Blanchard, Reverend S Coburn – 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 1<sup>st</sup> March 2023.  
**Proposer:** Mr G Cock  
**Seconder:** Mrs A Barnes  
Resolution Record No: **BTCE/213/19/Apr/23**  
**CARRIED:** Unanimous
- 4 **PUBLIC PARTICIPATION**  
None.
- 5 **CORONATION EVENT:-** layout, arrival times, running order, tasks and responsibilities, safety.  
Mrs Prior updated those present with the proposed layout which everyone agreed worked. The plan outlined the proposed locations for the stalls/attractions. The stage would be delivered at 2pm which coincides with the engineers assembling the PA system. All other stalls have been advised to arrive about 2pm. It was agreed that the running order as published on the publicity posters is correct and would remain as standing. Mrs Barnes and Mrs Prior will be prime contacts during the event assisted by others. Various items of equipment were noted as being required for the event. Mrs Prior would be producing further notices and flyers to assist the public.
- 6 **CORRESPONDENCE**  
Trevor Steward – Ju Jitsu UK – Demonstration at the Coronation Event - The committee decided that whilst this would be an interesting spectacle it did not fit with the vision of the event. An application by a sweet vendor was considered and agreed.
- 7 **ANY OTHER BUSINESS – AT THE DISCRETION OF THE CHAIRMAN**  
None.

The meeting closed at 2.55 pm.

Signed.....