



## Long Stratton Town Council

Pavilion, Manor Road, Long Stratton, NR15 2XR

Chairman: Mr Kelly Lunness, Town Clerk: Mrs Becky Buck

Email: office@longstrattontowncouncil.gov.uk

Tel: 01508 530524

### Minutes of the Events Committee held on Monday 27<sup>th</sup> February 2023 at 7:00pm in the Town Council Pavilion.

In attendance: Councillors Kelly Lunness, Judith Baker, Di Woodham, David Willis, Mat Pochin.  
Councillors Louise Mundford and Bob Mackenzie both arrived at 7.30pm

Becky Buck, Town Clerk.

Jessica Lawton, Admin Assistant.

Liga King

Michelle Marjoram

Rachel Smith

**1. To consider apologies for absence**

No apologies received.

**2. To discuss and decide on co-option to the events committee**

Liga King, Michelle Marjoram and Rachel Smith would like to be co-opted onto the events committee. All agreed.

**3. New co-opted members to sign acceptance of office forms in from of the Clerk**

The co-option paperwork was signed.

**4. To receive disclosures of interest and dispensation**

There were no disclosures of interest or dispensation received.

**5. To confirm minutes of meeting held 23<sup>rd</sup> January 2023**

The minutes of the meeting held on 23<sup>rd</sup> January 2023 were approved by the Committee and signed by the Chairman as a true record.

**6. Kings Coronation**

**a. To receive an update on items booked**

The admin assistant provided reports of items booked and enquired about.

The following was confirmed.

- East Coast Truckers stage with PA system = £250
- Stage management
- LSTC Bar
- WI serving tea, coffee, soft drinks and cakes in the Pavilion
- The Brunch Bar

Signed.....Date.....



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- Peaky Pizza
- Treat Trailer
- Ice Cream van
- Get me out the flour walls charity stall
- St Michaels Church stall
- LSTC Tombola for adults
- LSTC tombola for children
- Face painting
- The Corner House Cakery stall
- Vintage Horse Box Gifts stall
- Guess the weight of the cake
- St Marys Church stall
- Watercolour prints and cards stall
- Kids Kottage stall
- Clay, jewellery, pots and cards stall
- One Knight only performing
- James D Party Time
- Charlene Ledgard performing
- Connect 4 game
- Snakes and ladders game
- Noughts and crosses game
- Space hoppers
- Jenga
- Kids Karts
- Football games with LSFC
- Photo booth
- Head hole photo board
- Fire engine
- Plate smash

### **b. To discuss and decide on further ideas**

A lengthy discussion was had.

An opening act was needed for 1pm.

The local kick boxing group are able to do a demonstration from 4.30pm until 5.30pm.

A show ring area is to be created away from the stage using straw bales.

Top to Bottom Cleaning is very kindly donating £500.

B.Buck informed of grants rolling out for coronation celebrations.

R.S holding raffle to fund raise.

No further suppliers of straw bales have been found.

Signed.....Date.....



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Funfair to advise nearer the time with availability.  
Tank museum to also advise nearer the time.  
Litter picking group could be asked to help out.  
LSTC to have a stall for information.

The following actions were agreed.

- LK to enquire with St Marys School about an opening act with their choir
- LK to find out size of kickboxing group
- LK, MM and LM to speak to St Marys and Manorfield and Brownies re involvement
- B.M to order 30 straw bales
- JL to give RS info for leaflet design
- JL to contact Goodies
- JL to book the magician
- JL to contact Boogie Dance re: demonstration
- JL to look into more refuse bins
- JL to contact Frogs Farm re: seeds and stall
- LK and MM to buy items for tombola stalls and to also approach businesses for donations
- JL to research inflatable games (no bouncy castles)
- JL to check gazebos at Norwich Camping in Blofield and to gain prices
- JL to create web page for event
- JL to confirm details with Guides
- BB to create Whatsapp group for events members
- Broken crockery to be gathered for stall
- JL to confirm with owner of Sugar Hit stall
- BB to speak to Petes Pets re: seeds
- RS to speak to businesses about a treasure hunt game before the day
- JB and DW to put bunting up on the Plain
- RS to contact sweet vendor for possible donation

**c. To discuss and decide on exact format**

Discussed in b.

**d. To discuss and decide on volunteers for the day**

Volunteers will be needed on the day for various roles. It was agreed that a list of all jobs to be made for reference. All members to start looking for available people.

**e. To discuss and decide on next steps**

Discussed in b.

Signed.....Date.....



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**f. To discuss and decide on decorations**

It was agreed more bunting to be ordered. Potentially local if available.

**7. To discuss and decide on Remembrance Day road closures**

It was agreed to approve the road closure BB to get quotes.

**8. To discuss and decide on additional Remembrance Day decorations**

It was agreed to look in to purchasing large poppies like the ones used on the front of lorries.

**9. AOB (for discussion only)**

There was no other business to discuss.

*After discussing any other business, the Chairman closed the meeting at 8.30pm*

Signed.....Date.....