



Long Stratton Town Council

Manor Road, Long Stratton, Norwich, NR15 2XR

Chairman: Mr Kevin Worsley. Clerk: Mrs B Buck

Tel: 01508 530524 Email: clerk@longstrattoncouncil.info

Website: www.longstrattoncouncil.info

Minutes of the Events Committee held on Monday 21st March 2022 at 7:00pm in the Town Council Office

**In attendance: Councillors Judith Baker, Kelly Lunness, Matt Pochin and Di Woodham
Emma Blizard (Admin Assistant)**

1. To consider apologies for absence

Councillors David Ridgway gave apologies for reasons of work commitments and Louise Mundford for reasons of childcare

2. To receive disclosures of interest and dispensations

There were no disclosures of interest and/ or dispensation received.

3. To confirm minutes of meeting held on 21st February 2022

Minutes from the meeting held 21st February 2022 were signed by Councillor Matt Pochin as a true copy.

4. To receive an update regarding steps carried out to date

Stage – booked

PA system – booked

Trevor asked if Matt would be available to go and test the PA system as it has not been used in 2 years.

Matt Pochin – No need to test equipment as this is planned only as a backup

Matt Pochin – Can we request all musicians/bands bring their own AUX cables to link to PA system.

Matt Pochin – Olly to arrive early to set up background music

Straw bales - Bob has ordered 30 bales. To be delivered at 10am on Saturday 4th June and collected at 10am on Sunday 5th June 2022

Di Woodham – We should store the bales in the MUGA overnight locked up for security

Stalls/Food and Drink:

LSTC Bar

LSTC Tombola

WI - booked - Serving teas, coffees, squash and cakes in the Pavilion

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



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Doc Browns Food Truck - booked - Can serve burgers, hot dogs but can also serve Mexican/Cuban food

Thai Food Van - waiting for confirmation

Chocolate Boutique - booked

St Michaels Church - booked - Teddy bear tombola

Lions - booked - Teddy bear tombola

Smoothy stall - booked

Body shop products stall - booked

The Corner House Cakery - booked

Thursday Club stall - booked

St Marys Church - booked - Raffle and something for children

Performances/Demonstrations:

Ollys Band - booked

Matt Pochin – Olly to arrive early to set up background music

Jade North - booked - Jade is a singer, song writer and guitarist who lives locally

Norwich Devils Women's American football club - booked - Emmas club so she will be part of the demonstration too!

Tribal Fitness - booked - A demonstration by a local fitness club (recommended by Louise at the last meeting)

First Aid:

MED-PTS Ambulance Services are providing our first aid cover – booked

Other potential stalls/performers approached and waiting to hear:

- Spring Gymnastics have replied saying they may do a demo but it is very weather dependant so may need to pull out last minute if it rains.
- A post has been placed on a musical performers Facebook group and have received several replies. The best out of them all is a female duo who sing 60's songs through to Ibiza classics, they cost £200 (although as we have a possible 3 demonstrations on the grass and 2 singers do we need to book more?)

Councillors – Would like to evaluate all musicians/bands offering to perform before committing to spending £200 on one act that could be the same as others booked to perform

Councillors – What does the £200 cover (how long would they perform?)

Councillors – Could an email be sent out outlining all potential bands/musicians for review?

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- Waiting to hear back regarding circus skills equipment we can potentially borrow.

Di Woodham – We will need to ensure these are kept safe during the day

Matt Pochin – Will there need to be someone to demonstrate the items?

- Looking to buy some outdoor games.

Di Woodham – To keep safe we could have all games in the MUGA

Matt Pochin – Possibility of some games available from the youth club

- Waiting to hear from the football club re: tournament, bbq, games, stall.

- Are classic cars still required? Where would they be parked as need access for movement of stalls and space required for ambulance

Councillors – Yes, would like classic cars included

Councillors – re movement of vehicles onto and off field, we should designate time windows when vehicles can move onto field in the morning, and off the field in the afternoon/evening.

Only disabled parking allowed at Manor Road car park

Councillors – Would like to include a fire engine. To park at entrance of playing field carpark, with disabled parking behind it on one side only so that access to field is still viable

- Is a tank appropriate now?

Councillors – would like to have some form of military vehicles and/or equipment at the event. Can link in with D Day weekend (6th June)

- We would like to buy photo booth bits and to ask Tom to make a frame. This would be a fun activity for people to take photos with their own phones.

Di Woodham – potentially have a photoboard/frame available. Will investigate

- We would like to buy craft bits so the children could make simple crowns to wear.

Judith Baker – could have a competition with a parade of children and their crowns. Small charge to cover costs of materials (50p/£1)

- Do we need more gazebos?

Councillors – we should have enough for the core elements

Councillors – can stall holders be requested to bring their own and informed that we will not provide them.

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5. Any other business (for information only)

- Meetings required for April and May to keep on track with event planning
- Is Gray's fair booked for 2022, and what dates if they are?

After discussing any other business, the Chairman closed the meeting at 8:30pm

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