

MINUTES BRANSTON PARISH COUNCIL EVENTS AND COMMUNICATION COMMITTEE MEETING 5th NOVEMBER 2024, COMMENCING 6.30 P.M. AT CLAYS LANE SPORTS PAVILION

Present: Cllrs J Riley (Chairman), A Riley, A Hornby, N Slater, J David

In attendance: Mrs K Lear (Clerk/Proper Officer)

1/5-11-24 Apologies

Apologies were accepted for Cllr M Dillon

2/5-11-24 Declarations of interest and dispensations

Nothing received.

3/5-11-24 To approve minutes of the last meeting

Minutes of the previous meeting were approved.

6/5-11-24 Remembrance Sunday

The Chairman met up with the key stake holders on the 30th October to run through the programme of events on the 10th November.

The Chairman went through the parade plans and attendees.

Members of the public can join the official parade or meet councillors at the war memorial ready for the service to start.

It was agreed that the road closure will commence 10.15 and re-open at 11.30.

Chairs will be placed for attendees. The area will also be coned off.

The Chairman will set up the sound system. The local resident will power the system.

1 between 2 children to share the order of service.

It was noted that Burton drone be invited to next years event.

Rev Collier has confirmed that the bell chimes will fall in line with the service.

Cllr A Riley and N Slater to speak to C Slater Properties and his team regarding road closure plans.

The Clerk to write to the bus companies i.e. Midland Classic and Diamond Buses to make them aware of the road closures on Sunday.

After the service, the parade will return to Branston Scout HQ.

Cllr David suggested next year that road closure signs are displayed in advance of the event.

After the service assistance will be required to put the chairs back.

It was resolved that refreshments will be purchased for the attendees. A budget up to £300 was agreed. The Clerk was asked to purchase bacon and baps from Bookers.

Members were made aware that the band will be playing whilst the parade is walking to the war memorial and also during the service.

It was resolved that a donation of £200 be given to Ibstock band.

7/5-11-24 Christmas Event – 29th November 2024

The Chairman advised members that he has sourced another Reindeer Company as previous suppliers were no longer able to support.

Willowbrook are bringing two reindeers, handlers for the 29th November event. Full cost is £1.5K includes VAT.

Members were happy for the payment to be processed. Clerk to proceed.

There was a discussion in relation to purchasing a snow machine. Members were happy for the snow machine and fluid be purchased.

It was resolved that the machine and fluid is purchased, budget up to £467.64.

The Chairman advised members that the clerk had taken a significant number of hours to try and get electricity sourced from the lamp post near to the where the tree is going to be displayed, Maion Street.

Unfortunately this has proven not be possible so the Pickle Pot have been approached and they would be happy to supply electricity to the tree.

To enable the cabling is safe to run from the store to the tree, cable protectors are required.

It was resolved that the cable protectors be purchased £187.96 for safety reasons.

The new land lords at the Blacksmith Arms have confirmed the location of the tree on the car park can still be used.

Santa and Mrs Claus will be the guest and switch on the lights
Donation to be made to Round Table for their support.

It was resolved that a donation of £100 will be made to the roundtable.

Trent Meadows have been approved for the use of the car park and chairs for the event. The Chairman has signed the disclaimer in the event of the chairs being damaged.

The 15ft tree has been ordered. Delivery date 28th November. Barriers for the tree protection will be delivered on the 27th November.

Additional barriers will be delivered on the 29th November to enable the area to be made safe for students etc.

C Slater Grounds Maintenance have been approached to assist with the installation of the tree and to display the lights.

The cost for a cherry picker would be £750.

It was resolved that a budget up to £750 for the cherry picker hire be approved. It was noted that where possible this budget will not be used.

Members were asked to explore any other suppliers who may be able to support these works.

The event itself will commence at 6pm when the reindeers arrive.

At 7.30 p.m the local choir will attend, then the light switch on and snow.

It was resolved that the clerk purchased 60 selection boxes which can be given to the choir attendees.

The clerk was asked to speak to local store holders to establish chocolates etc they would like to donate which can be offered to local residents who attend the event.

8/5-11-24 Firework Display 2025

The Chairman advised members that he had met further with the firework supplier. He suggested that the firework display be postponed for next year.

Cllr N Slater wished it to be noted that he does not support the parish council hosting a fire work display.

It was resolved that the firework event be postponed for this moment in time.

9/5-11-24 Proposed 2025 events, budget for approval by full council

- Easter Egg Hunt – Saturday 19th April 2025 – Budget £2K
- VE Day – Saturday 10th May 2025 – Budget £8K
- Party at the Park – Saturday 30th August 2025 – Budget £4K
- Remembrance Sunday – Sunday 9th November 2025 - Budget £1.5K
- Christmas Tree Lighting – Friday 28th November 2025 – Budget £3K

Total budget £18.5K

There was a discussion on whether the budgets should be kept separate.

10/5-11-2024 Expenditure

The following expenditure was approved

Payee	Explanation	Amount	Power
Willowbrook	Reindeers	1500.00	EP/GPC
Amazon	Cable covers	178.44	DC/GPC
Amazon	Snow machine fluid	30.98	DC/GPC
Morrisons	Selection boxes	90.00	DC/GPC

Bookers	Refreshments for parade	147.75	DC/GPC
Amazon	Snow machine	260.00	DC/GPC

Signed:

Date: