

**ROWINGTON PARISH COUNCIL
MINUTES OF A JUBILEE COMMITTEE MEETING
HELD AT ROWINGTON VILLAGE HALL
ON THURSDAY 5 MAY 2022 AT 7.30PM**

Present

Councillor A Marsden in the chair
Councillor A Pitt
Councillor D Weir
Parish Clerk – Nicola Everall
Steve Jay
Mike Bendall
Suzie Bendall
Brian Taylor
Tracey Stabbins
Heather Cole
John Gaffey
Jean Hames
Pauline Bennett

1. Apologies

Apologies for absence were received from Councillor B Sandford, Lucy Marsden, Kate Statham and Helen Thompson.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes of the Meeting held on 19 April 2022

Having been previously circulated the minutes of the meeting held on 19 April 2022 were agreed and signed as true record by Councillor A Marsden.

4. Rowington Parish Jubilee Celebration – Sunday 5 June 2022 from 2pm to 6pm

The following items were discussed:

Electricity Supply – it was agreed that the Committee needed to establish where electricity supplies were required

Layout - Pauline Bennett had circulated a proposed layout of the area, which would be updated as required

First Aid - Confirmed

MC/DJ - To host as required during the afternoon as required

Band - confirmed Second City Brass to play for 2 x 40 minutes slots

Skittle Alley – Wren Hall can supply for £75. Steve Jay may be able to source one free of charge and was to investigate. Tracey will investigate borrowing or buying 20 hay or straw bales to enclose the area

Bouncy Castle - Confirmed - Signage and a rota required

Ferret Racing - Confirmed

WI – Teas, Coffees and cakes to be served from the cricket pavilion

Games – P Bennett had sourced 2 sets of croquet.

Rowington Club – Tracey confirmed that the BBQ would run from 2.30pm with a Pimm's Bar, Bunting and outside bar

Marketing - This is being promoted via the parish notice boards, Face Book Rowington Page, Next-Door Rowington. Sadly, the Ferncumbe News failed to include the advert. Please encourage ROWINGTON PARISHIONERS to attend Clerk to keep pushing the event on social media.

Craft Stalls - £10 each – 2 confirmed

Ice Creams - Lucy Oliverio – confirmed

Track for Races – Brian Taylor offered to mark this out.

Tombola - Marsdens confirmed

Children - 'Kings or Queens' fancy dress. Parade from VH at 3pm. Prizes – Diane Weir to investigate for the Best Dressed prize(s) to be given.

Face Painting - Confirmed

Food & Drink for Children – FOC - Pizzas confirmed

Golf – Mike & Suzie Bendall kindly offered to organise a Chipping and Putting Competition

Candy Floss & Balloon Modelling – Confirmed

Air Rifle – Steve Jay to organise, Clerk has asked Insurance company, no reply as yet.

Car Parking - J Hames and A Marsden have offered the use of their land for car parking, but only if the ground was dry. Village Hall car park to be used for disabled persons and event suppliers only. Marshalls and signage needed

Rubbish - Rubbish to be bagged up and disposed of in the large bin at the Village Hall. Bags required.

Volunteers for the day - We need to source Marshalls, car park attendants, bouncy castle cover, rubbish pickers.

Clerk to provide a timing schedule for the day and a programme

5. Funding

The Parish Council had set aside a budget of £2,500

J Ryland Charity suggested that the Committee, at present did not require funding, but could re-visit the request if needed.

Expected costs to date are approximately £2424.

An application for funding had been made to the District Council for £500.00

Plus, any Income from craft stalls.

6. Insurance - Clerk liaising with Zurich Municipal regarding the insurance requirements and risk assessment will be carried out

7. Next Meeting Date – Monday 16 May 2022 at 7.00pm – on the cricket pitch

8. Risk Assessment

A risk assessment would be taken out ahead of the event.

The meeting finished at 8.20pm.

Signed..... Designation.....Date