



## **Gnosall Parish Council**

**(including the wards of Moreton & Knightley).**

### **Minutes of the Events Committee Meeting**

**held at 19:00 hours on Tuesday 22<sup>nd</sup> November 2022 in the Parish Office.**

#### **Present.**

Councillor Simkin; Councillor Payne; Bob Alker (from 19:25 hours); Councillor Buckless; Councillor Emsley; Councillor Greatrex (from 19:23 hours); Councillor Gregory; Councillor Ingram and Councillor Mills, together with the Council Support Officer, Stu Ridgewell.

#### **Public Open Forum - 5 minutes maximum.**

No members of the public were present.

#### **1. To Receive Apologies and Record Absences.**

Apologies were received and accepted from Councillor Booth; Councillor Holmes and Reverend Hudson.

#### **2. To Record any Declarations of Interest.**

No declarations were made.

#### **3. To Receive and Confirm the Minutes of the Meeting Held on Tuesday 4<sup>th</sup> October 2022.**

The minutes were unanimously approved as a true and accurate record.

#### **4. To Receive and Confirm the Minutes of the Meeting Held on Monday 31<sup>st</sup> October 2022.**

The minutes were unanimously approved as a true and accurate record.

#### **5. To Receive an Update the Illumination of the Christmas Lights.**

I was acknowledged that the lights and new batteries were placed with the relevant trees and those at the Grosvenor Centre were currently on test. The Chair wished to record her thanks to John Hall for erecting the trees.

#### **6. To Finalise the Plan for the Christmas Lights Switch-On Event, on Saturday 26<sup>th</sup> November 2022.**

**\*19:23:** Councillor Greatrex arrived.

**\*19:25:** Bob Alker arrived.

All allocated roles on the day were confirmed and it was agreed to meet at 14:30 on the day, to put the plan into action.

**7. To Consider the Future Composition and Structure of the Events Committee.**

**Resolution:** Following discussion, it was unanimously agreed that the Events Committee would form a core group and interested parties would be invited to specific meetings when the need arises.

**8. To Consider any Health & Safety Matters.**

It was acknowledged work on the Risk Assessments for the placement of lights on the Christmas Trees and for the Christmas Lights Event were being reviewed.

**9. To Agree the Date and Time of the Next Meeting.**

19:30 hours on Monday 5<sup>th</sup> December 2022, at the Parish Office for a Christmas Lights Event debrief.

The meeting was closed by the Chair at 20:02 hours.