



Gnosall Parish Council

(including the wards of Moreton & Knightley).

Minutes of the Events Committee Meeting

held at 19:30 hours on Tuesday 27th June 2023 in the Parish Office.

Present.

Councillor Simkin; Councillor Booth; Councillor Buckless; Councillor Ingram; Councillor Symons & Reverend Hudson, together with Councillor Haycock and the Council Support Officer, Stu Ridgewell.

Public Open Forum - 5 minutes maximum.

There were no members of the public present.

1. To Receive Apologies and Record Absences.

Apologies were received from Councillor Gregory & Councillor Mills.

2. To Record any Declarations of Interest.

Councillor Buckless declared in interest in being a member of the school's PTFA.

Councillor Haycock declared an interest as he operates an events listing website.

3. To Review the Committee's Terms of Reference.

The Terms of Reference were reviewed unanimously approved, subject to some minor amendments being made.

4. To Receive and Confirm the Minutes of the Meeting Held on Wednesday 7th June 2023.

The minutes were unanimously approved, with minor amendment, as a true and accurate record.

5. To Further Discuss Plans for GFest, Friday 14th July to Sunday 23rd July 2023.

All events were confirmed and amendments to the draft programme were made. The following actions were identified.

Action: The CSO agreed to make final amendments to the programme and print it ready for distribution around the parish.

Action: Councillor Symons agreed to speak with Gnosall Sports & Social Club about holding a supply of Prize Draw tickets for sale.

Councillor Haycock declared that he would like to become a member of the committee and was welcomed as a new committee member. He went on to say that he would be able to construct a

temporary website solely for GFest, with accompanying QR codes for events, at no cost to GPC, if the Committee were in agreement.

Resolution: Councillor Haycocks kind offer was unanimously accepted.

6. To Consider any Health & Safety Matters.

The CSO said that he had only received four Risk Assessments for events (all from Gnosall Globetrotters for their events), and reiterated that event organisers need to submit the Risk Assessments very soon.

7. To Agree the Date and Time of the Next Meeting.

19:30 hours on Tuesday 11th July 2023, at the Parish Office.

The meeting was closed by the Chair at 20:50 hours.