



## **Gnosall Parish Council**

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

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

**held at 19:30 hours on Monday 31<sup>st</sup> October 2022 in the Parish Office.**

#### **Present.**

Councillor Simkin; Councillor Payne; Councillor Booth; Councillor Emsley; Councillor Gregory; Councillor Ingram and Reverend Hudson, 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 Mills, Councillor Holmes and Councillor Buckless.

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

Councillor Simkin declared an interest in relation to a member of staff at the Grosvenor Centre. Councillor Booth declared an interest in relation to the Public Rights of Way (PRoW) Group and the Made in Gnosall, GFest event.

#### **3. To Consider Expenditure on Batteries for the Christmas Lights.**

Councillor Emsley reported to the committee that the total cost of trees, new batteries and a new transformer was £1,762.

**Actions:** Following discussion it was agreed that Councillor Emsley and the CSO make efforts to locate the apparently missing transformer from Knightley and that Councillor Payne speak with the previous handyman about how the lights were set-up previously.

**Resolution:** It was unanimously agreed to spend the maximum sum on trees, new batteries and a new transformer, should it be necessary to do so.

#### **4. To Agree the Plan and Individual Responsibilities for the Christmas Lights Switch-On Event, on Saturday 26<sup>th</sup> November 2022.**

Remaining preparatory tasks and some tasks on the day were discussed and agreed.

**Actions:** The CSO agreed to ask the Clerk to list remaining tasks on the forthcoming Agenda for the next full council meeting and to ascertain where the trees were being delivered, if the school choir would be able to attend, whether or not the Scouts would bring their own gazebo and to advertise the event on Facebook.

**5. To Receive an Evaluation of GFest 2021.**

The committee received a report from Councillor Booth.

**6. To Discuss the Distribution of GFest 2021 Funds.**

Councillor Booth outlined the proposed expenditure of GFest funds.

Councillor Booth did not participate in any subsequent discussion or voting in this matter.

**Resolution:** The expenditure from GFest funds was agreed as follows:

- a. £45 to purchase Lego figures for the Made in Gnosall, GFest event;
- b. £50 to purchase plastic labels for the PRow Group;
- c. £50 donation to Gnosall Globetrotters, and
- d. £100 to purchase additional Christmas Lights for the Royal Oak tree, if required.

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

It was requested that Risk Assessments for the placement of lights on the Christmas Trees and for the Christmas Lights event be reviewed forthwith.

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

Tuesday 22<sup>nd</sup> November was agreed as the date of the next meeting, to be held at the Parish Office from 19:45, if preceded by Grosvenor Committee, or 19:00, if not.

The meeting was closed by the Chair at 20:59 hours.