



# Loddon Parish Council

The Library Annexe | Church Plain | Loddon | NR14 6EX

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## Minutes of the Meeting of Loddon Parish Council Events Committee held on Tuesday 24 May 2022, 8.00 pm in the Library Annexe Rear Hall.

**Present:** Chairman - Cllr Jessie Powell (JP), Cllr Liz Marsham (LM), Cllr Jane Hale (JH) and CPC Cllr Jo Sinfield (JS).

**In Attendance:** Jo Leonard (AAO), and several members of the public; Val Counter (VC), Chris Wiltshire (CW), Sandra Cattee (SC), Julie Appleby (JA), Rosalind Moore (RM), Gillian Goodacre (GG), Ann Sadler (AS), Patricia Bell (PB) and Sharon Swan (SS)

**Absent:** Kay Mason-Billig & June Strickland.

- Welcome and Meeting etiquette. Note if anyone wishes to record the meeting**  
The Chair welcomed everyone. No one wished to record the meeting.
- To receive any apologies for absence and consider accepting them**  
Apologies were received and accepted from Carol & Bernard Webb, Christine & Colin Hartley and Robin Wetherall.
- To receive declarations of interest for items on the agenda and to consider any requests for dispensations**  
None.
- To approve as a correct record, the Minutes of the meeting held on the 10 May 2022**  
The Minutes were approved and signed by the Chair for the record.
- Matters Arising**  
None
- Public Forum**  
None.
- Food & Beverage Task Group**  
There are still some issues around the siting of The Terrace's stall. A meeting will be arranged to resolve this.  
**ACTION AAO** Arrange a meeting with RW, JP, LM & AAO  
RW has made a private arrangement with a householder to use their electricity.
- General Logistics (Health & Safety, Litter Picking & Parking)**  
The volunteer rota has been completed. More volunteers are needed to man the games stalls. Short approx 5 volunteers, some stalls will be doubled up to accommodate.
- To receive an update from the Sponsorship/Fundraising Task Group and consider proposals**

- 9.1 To receive an update on the raffle prizes**  
All documented at previous meetings  
Lots of tombola prizes are coming in. Focus is now moving to games prizes
- 9.2 To receive an update on the raffle tickets**  
Extra books were handed out, more are needed.  
**ACTION JP** Order 500 more tickets  
**ACTION AAO** Create tickets numbered 1-11 to identify raffle prizes
- 10. To receive an update from the Advertising Task Group and consider proposals**  
The program is going to the printers tomorrow, a voluntary donation will be asked for instead of a fixed charge.
- 11. Finance**
- 11.1 To consider the funds available for the event**  
£1,263.00 Still some payments to go out, notably for prizes
- 11.2 To approve the list of payments**  
None
- 11.3 To consider a budget for the Logistics Task group**  
No changes needed
- 11.4 To consider the advertising budget**  
No changes needed
- 11.5 To consider the decorations budget**  
No changes needed
- 11.6 To consider list of additional items for stalls and approve budget for items**  
It was proposed by LM to provide a cash prize of £30.00 for photography competition to encourage entrants, seconded by JS. **APPROVED**
- 12 To review & confirm volunteers assisting on the day**  
Covered previously
- 13 To consider any items for a future agenda**  
None at this time.
- 15. Next Meeting Date**  
31 May 2022 at 8pm

**The meeting ended at 21.30 pm.**

<b>Action</b>	<b>Responsible</b>
Arrange a meeting with RW, JP, LM & AAO	<b>AAO</b>
Order 500 more raffle tickets	<b>JP</b>
Create tickets numbered 1-11 to identify raffle prizes	<b>AAO</b>