

## MEMBERSHIP:

Cllr Boulton  
Cllr Lipscombe- Kettel  
Cllr O'Connell  
Cllr Roberts  
Cllr Bird  
Cllr Nicholls (ex-officio)  
Cllr Harrison (ex-officio)



## MINUTES OF THE WORKS & EVENTS COMMITTEE MEETING HELD ON TUESDAY 23<sup>rd</sup> November 2021.

**Present:** Cllr Boulton Cllr Lipscombe-Kettel  
Cllr O'Connell Cllr Roberts  
Cllr Bird Cllr Nicholls  
Cllr Harrison

**In attendance:** Vanessa Lawrence, Roz Morton (Clerks)

- WC91 21/22 Apologies for absence.**  
None received – all present
- WC92 21/22 Declarations of Interest in items on the Agenda.**  
None received
- WC93 21/22 To approve the Minutes of the Works & Events Committee meeting held on 26<sup>th</sup> October 2021.**  
It was **RESOLVED** to approve the Minutes of the Works & Events Committee meeting held on the 26<sup>th</sup> October 2021, as a true and accurate record of the proceedings. Proposed Cllr Nicholls, seconded Cllr Boulton – 5 in favour, 2 abstentions
- WC94 21/22 Clerks/Chairman's Report.**  
The Clerks Report had been circulated prior to the meeting. The report contained information relating to Actions taken from previous meetings and ongoing matters. The report will be held with the Minutes. Matters covered include:-  
- New seats – (grant funded)  
- Bicycle Racks – (grant funded)  
- Maintenance work  
- Footpaths meeting
- WC95 21/22 To agree to adjourn the meeting for Public Participation, if members of the public are present– there is a 5-minute time limit, (if applicable).**  
N/A
- WC96 21/22 To agree to reconvene the meeting following Public Participation (if applicable).**  
N/A

- WC97 21/22 Review of finances.**  
The Clerk report that the figures are as reported at Full Council. No comments received.
- WC98 21/22 To consider and agree any amendments to budget requests**  
The Clerk reported that the 1<sup>st</sup> round budget requests from this Committee were presented to the Finance Committee who made no amendments. Final figures will be taken to Full Council for approval.
- WC99 21/22 Update on Skate Park project**  
The Clerks reported that they met with another supplier on site a quote is awaited, bringing the total number of quotes received to 4 – 3 for concrete skate parks and 1 for steel skate park. The most suitable plans will be presented to the ECT for comment and approval. If a suitable plan can be agreed the tender process will begin with suppliers consulting with users. Cllr Lipscombe-Kettel asked about extra lighting, and this will be factored into any agreed plans.
- WC100 21/22 Update on Way-Markers**  
Cllr Roberts reported that the ECT were in favour of the Oak way-markers. It was pointed out that the cost of these is substantially more than the recycled material alternatives. The Clerks were asked to bring this to the attention of the ECT. Cllr Roberts also mentioned that the ECT had said that they might be willing to contribute towards this. Further enquiries are to be made.

**ACTION: Clerk to contact the ECT**

- WC101 21/22 To consider and agree to work with ECT regarding the Jubilee Beacon.**  
It was **RESOLVED** to work with the ECT regarding a Jubilee Beacon next year. Proposed Cllr Bird, seconded Cllr Lipscombe-Kettel. All in favour.

**ACTION: Clerk to contact ECT**

- WC102 21/22 Update on Festive Market preparations and installation of Christmas lights**  
The Clerk reported that 40 stallholders have applied for stalls at the market. A road closure will be in operation from 10.00am until 10.00pm. Stallholders will be asked to advise on probable arrival times, to help with organising vehicle movements. The stalls should be erected by 1pm with stallholders able to start to set up from 3pm in order to allow the Council to lay required cables.

- WC103 21/22 To consider and agree, retrospectively, to purchase recycled fencing for Market Place Christmas Tree (5 panels £530.50 ex VAT)**  
It was **RESOLVED** to purchase, retrospectively, picket fencing for the Market Place Christmas tree, which can also be used for other events. Proposed Cllr Boulton, seconded Cllr Nicholls – all in favour.

- WC104 21/22 Anything the Chair considers urgent.**  
The Clerk expressed concerns regarding the ladder used for putting up lights, which was very old. Cllr Boulton also agreed that the ladder is no longer serviceable and is dangerous. The Clerk requested that 2 new ladders are purchased. Cllrs agreed and this matter will be formally approved at the next meeting.

**ACTION: Clerk to add this item to the Agenda for the next meeting, for retrospective approval**

**WC105 21/22 Date of next meeting – Tuesday 25<sup>th</sup> January 2022**

There being no further business the meeting closed at 7.25pm.

.....Chairman

.....2021