

## **The Queen's Platinum Jubilee Celebrations in Great Glen**

### **Planning Meeting**

**7.00pm Thursday 10 March 2022**

**The Parish Office, Church Road Great Glen**

### **Meeting Notes**

Present: Donna Barnett (DB) (Chair), Andy Williamson (AW) (Vice Chair), Ben Williams (BW), Sue Lamont (SL), Anne Jones (AJ), Paul King (PK), Anne King (AK), Alexis Biggs (AB) (taking notes)

Guests: Rita Sawbridge (RS), Joanne Adkins (JA), Bill Glasper (Chair of GGPC) (BG)

Apologies: Roy Robinson

- 1) Raffle. AB has been in touch with the Gambling Commission, who confirmed that a raffle where all proceeds are going to a charity can be run as a 'small society lottery' and as such a licence is required from HDC at a cost of £40. We are allowed to sell tickets in advance of the event if all proceeds go to charity. There is no legal requirement to list the charity number on the tickets. AB awaiting cost of raffle ticket production.
- 2) Waste Bins. AB has had a quote from HDC to remove litter after the event at £186. Committee thought the cost was too high and decided to do this themselves. SL will double check on the amount of bins available at the Scout Hut. AJ will obtain a roll of plastic bag tubing which can be knotted to make large bin bags.
- 3) Security. AB has obtained three quotes which range from £122 to £422. Further consideration required. Roy Robinson to be asked if he has any contacts. SL to ask Police if they would attend the event.
- 4) PA System. AB has meeting with Leicester Sound and Lighting 16/3/22 to discuss larger PA system. AB voiced concerns regarding whether a larger PA system was appropriate, considering proximity to residential housing. Committee thinks that possibly smaller PA (owned by Kismet) will be adequate. DB to discuss with Kismet. AW owns a PA system that can be used for announcements.
- 5) Event Form. This needs to be completed by GGPC and DB (Chair) in advance of event, but when everything is arranged. Date TBC for DB and AB to get together.
- 6) Food/Drink. AW has spoken to Sports and Social Club and they are happy to open to sell drinks. They are also happy to supply electric for the stage. Tipple and Fizz have also confirmed their attendance. Timings TBA. No further food suppliers have been approached.
- 7) AB to approach Krupa Sudera to ask if she would have a stall to sell Indian snacks. Need to provide a broader range of food (and entertainment). Possibility of WI selling Indian snacks obtained from suppliers if we cannot get a vendor.
- 8) Rani Mahal has a contact who will do an Indian dance display. More info to follow.

- 9) U3A. DB has spoken to the U3A representative, and they will provide entertainment in the form of the Ukulele Band and some dancing.
- 10) Clear up after event. DB will be organising a few people to assist with this. It will be done in the evening and the following morning. PK and AK offered their assistance. AB mentioned the upcoming Gazette article asking for volunteers. Parish Council can get a list of names willing to help.
- 11) Moving of vehicles to allow vendors to leave at a specified time and associated volunteers. Vendors to set up at 11am. No cars after 11.45am. Access and egress via the footpath that runs from the tennis courts along the edge of the recreation ground. Cars out at 5pm via an organised line with poles and tapes provided by AW. Will need marshals for this. Hopefully we will get some volunteers from Gazette article. Fence posts to be removed before event – to be organised by GGPC.
- 12) Schedule of Events. Rough timetable – 12midday – people arrive and set up, 1.30pm brass band, 2-3pm Dolce Sisters, 3.30pm Dog Fancy Dress and Childrens Fancy Dress Competitions, 4pm Indian Dancing, 4.30-5.30pm U3A, 5.30-6.30pm Phil King, 7.15-8pm Kismet (set 1), 8.15-9pm Kismet (set 2). Raffle draw possibly 5pm.
- 13) Advertising. DB has a designer for the poster. DB to print posters. Will get it drawn up for next meeting. Will also need banners once design is finalised.
- 14) AOB – a) Raffle prizes. Committee to seek out good prizes from local businesses – Bob Gerard, Chakra, Solo, The Yews. Raffle to be drawn on the day – possibly 5pm. b) WI intend on doing a 'Bag in a Bottle' stall and also a 'Where's Winnie?' knitted corgi treasure hunt for kids. c) AW asked if there is a photo of the Church clock to put on the advertising material so that people can see where their money is going. d) Street parties on the Sunday 5<sup>th</sup> June – 15 April is deadline for road closure applications. AB confirmed information is on GGPC website and we will remind residents nearer the deadline. e) SL confirmed that the Scouts intend doing the following games: Splat the Rat, Welly Wanging, Hook a Duck. Need to consider prizes. AB suggested that the Co-op might help. f) discussed potential attendance numbers, 4500 approx in village, some will be on holiday. Need to advertise well through the school so that children get their families interested. BW can help with this. g) PK and AK confirmed that Phil King willing to perform at the event, has diverse range of music, will bring own mike.
- 15) Actions as previously mentioned.
- 16) Next meeting Thursday 24<sup>th</sup> March at 7pm.