

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

### **Planning Meeting**

**7.30pm Wednesday 9 February 2022**

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

### **Meeting Notes**

Present: Donna Barnett (BD) (Chair), Andy Williamson (AW) (Vice Chair), Peter Scott (PS), Sue Lamont (SL), Anne Jones (AJ), Alexis Biggs (AB) (taking notes)

Guests: Rita Sawbridge, Dave Newton Sealey (DNS), Mark Dilkes (MD)

Apologies: Ben Williams, Bill Glasper, Jonny Grudgings, Paul King, Anne King

No 'agenda' as such so Committee decided to run through items to be decided from previous meeting notes.

1. AJ will enquire with WI to see if they would like to have a stall.
2. Marquee – PC has enquired but no quote so far, availability looking dubious. AW has obtained a quote for a stage at £660 + VAT. Committee thought that this was a good option. Dave Newton Sealey has a marquee 4m x 4m that can be used (no charge) for a base point (lost children, raffle tickets etc). AW to let PC have information so that costs can be looked at and stage booked.
3. PS raised the point that HDC are providing a grant of £250 for jubilee events. PC to look into and apply.
4. PS also raised question of Pluvius Insurance. AB suggested that PC would not pay for this.
5. DNS may also be able to provide some tables and chairs. Committee kept the option open of a larger marquee from DNS in the event of bad weather forecast for the day of the event.
6. Committee decided that we would have a Dog Fancy Dress Competition, with a parade at a time (to be decided) with prizes consisting of rosettes/plaques and some dog treats made by AJ. Prizes awarded to 'Most Patriotically Decorated Dog'.
7. Prizes also for a Children's Fancy Dress Competition. Children to dress in vintage attire from 1952 onwards. Prizes to be decided.
8. Adults welcome to dress up but no prizes for them.
9. We need a compere who can make announcements and use a PA system. AW suggested Phil Hopkins. DB to ask around. May need to be three (?) people to share the time.
10. Timetable of events required. Can be decided nearer the time.
11. Judges required for the dog fancy dress and the children's fancy dress competition.
12. Laser show discussed. AJ has looked at costs – they range from £600 to £5000+. Although this was thought to be a good idea, the timings make it prohibitive. Sunset is 9.21pm. PS not in favour of an evening event due to the trouble that can accompany evening events where alcohol is available.

13. Event timing and duration. After much discussion it was decided that 12 midday through to 9pm would be appropriate. Security provided by an outside source should be arranged from 6.30pm through to 9pm. AW to look at costs of a company he has used previously.
14. Parking. Stallholders can park directly behind their pitch. Organised removal of cars at a set time for those stallholders not wishing to participate in the evening events.
15. PC may be asked to remove the fence near to tennis courts to allow access/egress of cars.
16. Car park only available for Disabled Badge Holders. Car park closed to everyone else. AW has some signs (CAR PARK CLOSED) we can use. Need to make sure marketing nearer the time makes people aware.
17. Tennis Club events on 4/6/22? PC to check with Tennis Club.
18. Hot Food available. DNS to provide jacket potatoes and potentially burgers etc. Committee will also ask the Fish and Chip Van and Pizza Van. Commercial enterprises that support the village normally were thought to be acceptable. An ice cream van has also been booked.
19. Consideration given to the charges for stalls/food providers. Usual (Wheelbarrow Race and previous events) charges are 10 per cent of takings given to event organisers for charity – the church clock refurbishment. All agreed that 10 per cent was acceptable.
20. Consensus was that the stalls should be provided by local community organisations and commercial organisations that usually support the village. Currently have 13 small businesses interested. We do not want to lose sight of the intention of the event – a celebration of the platinum jubilee and to bring the village together. A community feeling, not a commercial enterprise. Any profits going towards a local cause.
21. Drinks to be provided by Sports and Social Club. Committee to get in touch with Tipple and Fizz also.
22. AJ asked that we also provide Asian style food. Potential for Diviesh Shah's wife (County Pharmacy) to provide samosas. Committee to make enquiries.
23. Positioning of stage and stalls discussed in brief. Stage at end close to containers. Stalls fanning out around edges from this point. Daytime stalls further away, so that they can exit during late afternoon, leaving the remaining stalls close to the stage area. Pegging out of an 'free' area in front of the stage required.
24. Raffle. DB has asked for raffle prizes from local businesses and will cast the net wider for some larger donations. AW has provided some contacts. It was thought that printed raffle booklets worked best. Approx cost of printing £40 for 5000 tickets. Enquiries to be made.
25. Electric at S&S club. Thought to be perfectly okay for stage use only. Other operators must bring generators. AB pointed out that S&S club pay the electricity bill!
26. Vintage car display. AB discussed with Andrew Duerden who said that he would be away for the weekend of the event and could not participate. He also had doubts about how many vintage cars existed in the village. At a previous event he brought along a 1952 Vauxhall but he was the only exhibitor. Committee decided that the vintage car section would not be viable.
27. Management and staffing. Many people will be required to man this event. Committee will be recruiting people.

28. Bales of hay can be obtained, if required. However transport to/from Wistow to collect and return would be required. Committee decided against.
29. Entertainment. Dolce Sisters to be contacted by AB to find out times and cost. AB to find out cost and availability of brass band (Whetstone). DB has booked another band who will play all types of music throughout the day/night.
30. Lord Lieutenant's website has facility to log details of your event so that it can be advertised there. Agreed we would do this once finer details of event had been planned.
31. Funding. Rough estimates so far: £660 + VAT for stage, £250 for security, £250 for band, £750 possible for other bands, first aid etc. Looking at rough estimate circa £2000. £250 grant from HDC. Parish Council to be presented with quotations for consideration.
32. AW suggested advertisement banners for the PO Green and possibly Memorial Green. Rough cost £25 each.
33. Consideration to be given to small fair type events – Hook a Duck (DB) and Splat the Rat (SL). Possibility of Scouts manning some races for the younger guests – egg and spoon, three legged race etc.
34. Official first aid person required for the day. AB to make enquiries regarding cost/availability.
35. Next meeting 23<sup>rd</sup> February 2022 at 7.30pm at The Parish Office.