



**A meeting of the EVENTS COMMITTEE of the PARISH COUNCIL was held at the Brockridge Centre on Thursday 2<sup>nd</sup> September 2021 at 7.30pm and was attended by the following:**

Chairman: Cllr M. Hemmings  
Parish Councillors: Cllr J. Selman  
In Attendance: 0 members of the public  
Officers: Mrs S. Haywood (Clerk/Minute Taker)

**NB: The meeting was not quorate so recommendations were made as opposed to resolutions. All recommendations will be taken to the next full Council meeting for decision.**

ITEM	MINUTE	VOTE / ACTION
<b>EV 21.001</b>	<b>APOLOGIES FOR ABSENCE</b>	
	Cllr Goodwin and Cllr Pennell - personal. Non-Councillors: Kim Jefferies. IT WAS RECOMMENDED that the apologies be accepted.	Proposed: MH. All in favour
<b>EV 21.002</b>	<b>DECLARATIONS OF INTEREST and DISPENSATIONS</b>	
	None received.	
<b>EV 21.003</b>	<b>ELECTION OF CHAIR</b>	
	IT WAS RECOMMENDED that Cllr Hemmings be Chair of the Events Committee.	Proposed: JS. Seconded: MH. All in favour Clerk
<b>EV 21.004</b>	<b>ELECTION OF VICE-CHAIR</b>	
	IT WAS RECOMMENDED that Cllr Pennell be Vice-Chair of the Events Committee.	Proposed: MH. Seconded: JS. All in favour Clerk
<b>EV 21.005</b>	<b>TERMS OF REFERENCE</b>	
	An Events Committee Terms of Reference had been drafted and circulated to all. IT WAS RECOMMENDED that the Terms of Reference for the Events Committee be approved.	Proposed: MH. Seconded: JS. All in favour Clerk
<b>EV 21.006</b>	<b>OPEN MEETING</b>	

No members of the public were present.

**EV 21.007**

**EVENTS**

No events have been arranged recently due to the pandemic. As lockdown restrictions are now easing Committee need to consider and decide on an events calendar. Proposed events for 2021/22 were discussed. Proposed events for consideration had been taken from the 3-year project plan, previous events held, and suggestions from residents, Officers, and Members.

IT WAS RECOMMENDED that the following events for 2021/22 be approved:

Proposed:  
MH.  
Seconded:  
JS. All in  
favour.  
Clerk

<b>EVENTS 2021/22</b>			
<b>EVENT</b>	<b>RESPONSIBLE</b>	<b>PRIORITY</b>	<b>COMMENTS</b>
Launch of Dick King Smith Bench	Projects & Support Officer (PSO)	1	Agreed by Council. Bench is in situ and family aware. Council agreed to a launch after the pandemic/ when safe to do so. Combine with other community events such as the Freeman meeting and maybe one other.
Poppy Day	Projects & Support Officer (PSO) in liaison with Climate & Nature Officer	1	November to coincide with Remembrance Day. Investigate linking to Remembrance Day service / churches. Youth club and schools to be asked if they wish to be involved.
Traders Association	Projects & Support Officer (PSO) in liaison with Cllr Pennell	3	Start a Traders Association. Initially contact all traders by email to see if they would like an association and if so, what they would like from it. If interest, arrange an initial meeting.
Annual Fete	Projects & Support Officer (PSO)	3	Traditional games to bring the community together. Liaise with local Churches. PC not to arrange a fete if another is being arranged. PC to have a presence in order to communicate further with residents.
Community Awards	Projects & Support Officer (PSO)	3	Recognise and promote valuable local community work such as best community group, best volunteer, best young person etc. Residents to be asked for nominations. PSO to provide a fully detailed costed report to Council for approval.
Freemen of the Parish	Clerk & Projects & Support Officer (PSO)	1	Consider if any resident should be made a freeman. Public meeting is required. Combine with the launch of the DKS bench and maybe another event. Consideration to be given to a gift such as a scroll or wood carving.
Christmas	Projects & Support Officer (PSO)	1	Christmas tree/lights. Carol singing. Community get together. Work with other organisations and groups. PSO to provide a fully detailed costed report to Council for approval.

	Pre-school	Projects & Support Officer (PSO) in liaison with Climate & Nature Officer	3	Simple projects, craft events, tie into themes e.g. Poppy Day.
	Christmas Card	Projects & Support Officer (PSO)	2	Parish Christmas card - design competition for school children, local artists, youth group etc.
	Tackling Loneliness	Projects & Support Officer (PSO)	2	Events such as soup kitchens, chat benches, men sheds, mothers union, safari suppers, afternoon teas, tea dances etc. Work with churches & community groups. Page on the website to signpost people to support organisations – charities, help lines etc. Actively encourage people to get involved with the PC on projects. Great way to meet people and be part of a team.
	Scarecrow Weekend Festival	Projects & Support Officer (PSO)	1	Usually held October half-term. Liaison with person who usually arranges this event with the aim to work together.
	Queens Diamond Jubilee	Projects & Support Officer (PSO) in liaison with Climate & Nature Officer	3	In 2022, The Queen will become the first British Monarch to celebrate a Platinum Jubilee, seventy years of service, having acceded to the throne on 6th February 1952. Commemoration of some sort such as a tree and plaque. Lighting of a beacon. PSO to provide a detailed costed report to present to Council for approval.
	Stone walling	Projects & Support Officer (PSO)	1	Contact all residents with a stone wall to form a group to be trained on stone walling so they can all help each other maintain / rebuild their stone walls. Residents feedback that they cannot afford repair works to the walls and there are several problems with them around the village. Combine with loneliness project to see if any resident would like to help. The trainer must be qualified, insured etc. Preference is that they provide certificated training. Youth group to be contacted to see if they wish to help and learn a new skill. Grant funding to be sourced.

	Covid thank you event	Projects & Support Officer (PSO)	3	<p>When the Covid commemoration bench is put in at The Park the Council hire Crossbow House or use the pavilion to throw a thank you event. Based on Claire Young's (district Cllr) comments at the APM that she was hoping when everything has settled down that we would be able to have some kind of thank you event. Invite the covid response group who did an excellent job during lockdown and beyond, FFF, VA and some of the groups that attended the APM who also helped out. Provide a cream tea. Cream tea would allow us to plate up the food so that there is no sharing and cross contamination, and tea/coffee.</p> <p>Memorial tree for those who lost their life/loved ones through the pandemic. Too early to arrange yet due to the pandemic uncertainty – possibly 2022 when the pandemic situation can be revisited.</p>
	Orchard Day / Harvest Festival	Projects & Support Officer (PSO) in liaison with Climate & Nature Committee	1 and 5	<p>Ensure residents are aware of the community orchard as a lot of fruit goes to waste.</p> <p>Arrange an orchard day / harvest festival – fruit picking, apple cakes, apple juice, cider, BBQ, music, cake competitions etc.</p> <p>Could combine with allotment produce share.</p> <p>Can we combine with the wassail? Organisers to be contacted.</p> <p>Combine with Churches harvest festivals?</p> <p>P1 – advertise the orchard to residents. P5 – arranging an orchard day/harvest festival. Autumn 2022. PSO to provide a fully costed detailed report to Council for approval.</p>
<b>EVENTS THE CLIMATE &amp; NATURE COMMITTEE ARE PLANNING/CONSIDERING</b>				
	<b>EVENT</b>	<b>RESPONSIBLE</b>		<b>COMMENTS</b>
	Plastic Free Frampton	Climate & Nature Committee		Competitions, workshops etc.
	Bioblitz	Climate & Nature Committee		Spring 2022
	Nature Treasure Hunt	Climate & Nature Committee		Spring 2022

	Wildlife Photography Competition	Climate & Nature Committee		Spring 2022	
	Allotment produce share	Climate & Nature Committee		Summer 2021	
	<b>FRAMPTON FESTIVAL</b>				
	<b>EVENT</b>	<b>RESPONSIBLE</b>		<b>COMMENTS</b>	
	Frampton Festival	Frampton Festival Committee Climate & Nature Committee		Liaise with the Festival Committee. Should the event be at the Park or the Centenary field, or other due to biodiversity and access concerns. Survey residents to find out the preferred location?	
	PMN: A Macmillan Coffee morning is being arranged for 28 <sup>th</sup> September 2021 at the Brockeridge Centre.				
<b>EV 21.008</b>	<b>RESIDENT INVOLVEMENT</b>				
	<p>A discussion took place as to how to get more residents involved with organising events, and attending events.</p> <p>IT WAS RECOMMENDED that the following be considered in order to get more resident involvement and attendance at events:</p> <ul style="list-style-type: none"> <li>• The Marketing &amp; Communications Officer to focus on this – social media, website, f2f liaison, blogs, leaflets, posters etc.</li> <li>• Advertise each event separately to encourage more residents to become involved.</li> <li>• Have an events listing on the website and FVV and make it clear that residents are very welcome to become involved. A full page advert.</li> <li>• Encourage local businesses to become involved e.g. sponsorship, providing raffle prizes, advertising to their customers etc.</li> <li>• Ask the youth group if their members wish to be involved.</li> <li>• Link with the loneliness project. A great way for people to get out and about, meet people, be involved.</li> <li>• Would the youth group members like to train the more senior residents in using social media and its benefits e.g. gardening advice/forums, hobby advice/forums etc. Link with the Computer Group.</li> <li>• Investigate if we need more usage of non-Facebook social accounts such as Instagram, TikTok, Twitter etc.</li> </ul>				Proposed: MH. Seconded: JS. All in favour Clerk
<b>EV 21.009</b>	<b>DATE OF NEXT MEETING</b>				
	IT WAS RECOMMENDED that the Events Committee meet bi-monthly. In months where there is no meeting a non-committee virtual meeting to be arranged to involve more residents. Ideas and suggestions from these meetings can be added to the next Committee agenda for consideration.				Proposed: JS. Seconded: MH. All in favour Clerk

The meeting closed at 8.28 pm.

Chairman .....

Date: .....

*SGC – South Gloucestershire Council*  
*PC – Parish Council*  
*APM – Annual Parish Meeting*

DRAFT

DRAFT