



**Kennington Parish Council
Oxfordshire**

**Minutes of the Events Committee meeting
held 24 January 2024 at 7:30pm in Committee Room 1 in the Village Centre**

Present: Cllr. Brown; Cllr. Powles; Cllr. Locklin and Cllr. Cobb

In attendance: No members of the public

1.23 APOLOGIES – Cllr. Smith

2.23 DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS – None

3.23 ELECT CHAIR

4.23 Cllr. Powles was nominated by Cllr. Brown, seconded by Cllr. Cobb and elected unopposed.

5.23 MINUTES OF THE LAST MEETING

6.23 Minutes of the meeting held on 9 March 2023 were agreed and signed.

7.23 2024 EVENTS CALENDAR * Please note £600 would be to cover both events

£600* Annual Parish meeting – Thursday 24 April (item 6)

£800 Summer Fair – Saturday 31 August

£600* Remembrance Day – Sunday 10 November

8.23 Will need more printed copies for this year, as well as being in the Chronicle.

ACTION FOR CLERK – 100 copies were printed last year – 300 copies to be printed this year.

ACTION FOR CLERK – Ask Editor if council could have double pages in the middle of November's issue of the Chronicle giving details of Remembrance Day as soon as possible

9.23 Will need to organise wreaths much earlier this year. Who pays needs to be confirmed.

ACTION FOR CLERK – Order wreaths in late September this year.

10.23 Soldiers need some angle grinding work so they will go in ground more easily. Specification required.

ACTION FOR CLLR. POWLES – Investigate company to carry out work on soldiers

£500 Carols Around the Tree – Sunday 1 December

11.23 To include the lantern parade.

12.23 Look at frame for banner at War Memorial. Specification required.

ACTION FOR CLLR. POWLES – Investigate someone to build a frame for Christmas banner

£500 Father Christmas's visit to the Village – Friday 6, Saturday 7 & Sunday 8 December

13.23 Pencilled in the Abingdon Lions' Father Christmas's sleigh for all three evenings via Cllr. Russell

14.23 Discuss any other possible events:

D-Day 80 – Beacon lighting on Thursday 6 June at 9:15pm (starting at 9pm) To be arranged.

15.23 Looking at prices for beacons.

ACTION FOR CLLR. POWLES – Looking at prices for beacons

16.23 Would scouts/guides be interested in being involved?

ACTION FOR CLLR. COBB – Ask both the Scouts and Guides if they would like to be involved

17.23 Request funding for 2 x events shelters for Summer Fun Day and Carols Around the Tree. **Spec?**

ACTION FOR CLLR. POWLES – Investigate funding or request at parish council meeting

18.23 Looking at proposal for purchasing amplifier equipment, due to increased cost of living.

ACTION FOR CLLR. COBB – Investigate getting quotes

ACTION FOR CLERK – Add onto March's full council meeting agenda

19.23 ANNUAL PARISH MEETING – 24 APRIL

20.23 Organise cheese and wine plus tea and coffee etc.

ACTION FOR COMMITTEE– Organise and prepare cheese, wine, tea and coffee as last year

21.23 Invite Kennington Health Centre to speak at meeting – Introduction, How Manor Surgery are finding things and what plans it has going forward. Short presentation.

ACTION FOR CLERK – Invite Manor Surgery to speak at Parish meeting

22.23 Encourage engagement from community – ‘Have your say’

- a. Focus on play areas – to find out what village would like to see at the play areas especially Forest Side.

ACTION FOR CLLRS. BROWN & POWLES – organising some possibilities etc.

- b. Ask residents to prioritise Kennington Parish Council's 5 Year Spending/Action Plan.

ACTION FOR COMMITTEE – Organise the meeting i.e. questions etc plus setting up

ACTION FOR CLERK – Display organisations' Annual reports and provide pens and post Its etc

23.23 AMENDMENT OF TERMS OF REFERENCE FOR COMMITTEE

24.23 It was agreed that the amended Terms of Reference kept the wording 'Father Christmas' instead of 'Santa'. This was proposed by Cllr. Locklin seconded by Cllr. Brown.

25.23 ITEMS RAISED BY MEMBERS

26.23 Cllr. Cobb – Remembrance Sunday debrief felt not necessary, but confusion about meeting before the day to discuss arrangements. Will arrange to meet two weeks beforehand this year.

ACTION FOR CLERK – Arrange a meeting during week commencing 21 October

27.23 Rev'd Rob Glenny has asked about the opening statement.

28.23 Cllr. Brown – What constitutes a 'village organisation'? This was discussed – there is a list.

29.23 MATTERS FOR FUTURE DISCUSSION

Annual Parish Meeting	Summer Fair	Remembrance Day
Carols Around the Tree	Father Christmas's Visit to the Village	D-Day 80

30.23 DATE OF NEXT MEETING – Wednesday 28 February 2024

Meeting closed at 9:16pm

Signed **Dated**