



EAST PECKHAM PARISH COUNCIL

The Parish Office, East Peckham Jubilee Hall, Pippin Road, East Peckham, Tonbridge, Kent
TN12 5BT

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To Members of East Peckham Parish Council's Events Sub Committee Meeting

You are requested to attend a meeting of the committee on **Tuesday 13th February 2024** at 6.30 p.m. in the Meeting / Committee Room at the Jubilee Hall, Pippin Road, East Peckham, TN12 5BT.

15th February 2024

M. Piscina

Clerk of the Council

Minutes

1 Apologies for absence:

Present: Councillors M. Joannes, D. Fairless, M. Williams, Parish Clerk M Piscina
Apologies received for: D. Seal

2 To approve the minutes of the meeting held on 13th September 2023

It was agreed that the last meeting held was on 11th October and therefore the minutes to be approved were from that meeting. It was resolved that the minutes were a true and accurate record of that meeting.

Proposed: M. Joannes **Seconded:** D. Fairless Show of hands

3 Update on Christmas sponsorship money:

The Clerk reported that she had spoken to SJM Planning regarding payment; they had been awaiting an invoice, as opposed to making a donation. Amount believed to be £3k for Christmas event, Clerk will verify the amount with L. Browning and then send the invoice.

4 To decide on where Christmas raffle money goes:

After a review of where previous raffle monies had been donated, it was resolved to donate the Christmas Raffle money to the East Peckham Scouts, to help with the upkeep of the Scout Hut.

Proposed: M. Joannes **Seconded:** D. Fairless Show of hands

5 To discuss the lighting of the Beacon and bell ringing on D Day – 6th June:

The national recognition of D-Day by Beacon Lighting will take place at 9.15pm across the country. J. Perretta has contacted the Churches Conservation Trust to ask for permission to light the beacon at St Michael's. This has been passed to the regional team for approval. M. Perretta and D. Seal have offered to take responsibility for the lighting and safety needs on the night, if all agree.

It was resolved for M. Perretta and D. Seal to light the beacon.

Proposed: M. Joannes **Seconded:** D. Fairless Show of hands

J. Perretta has emailed Hadlow Church regarding bell ringing at 6.30pm on 6th June and is awaiting a reply.

- 6 To discuss and decide on a date for the D Day community picnic:**
As D-Day is on Thursday 6th, it was resolved to hold the Village Picnic on Sunday 9th June from 12-4pm at the Jubilee Hall Playing Fields.
- 6.1 To discuss and approve on any budget required:**
Budget will be required for Punch and Judy show, poster printing and some basic costs, but due to the nature of the event no major spend required. It was resolved to approve a budget of £500 for the event.
Proposed: M. Joannes **Seconded:** M. Williams Show of hands
- 6.2 To discuss and approve any food vendors:**
It was resolved to keep the event to a minimum in terms of organisation. There will be no BBQ's allowed, but hot food will be available. To investigate BBQ options, possible cake stall, ice cream van, hot and cold drinks van. There was concern voiced over potential length of queues so resolved to speak to Holy Trinity to see if interested in running the bar.
Proposed: M. Williams **Seconded:** D. Fairless Show of hands
- To discuss and approve hiring The Punch & Judy Show at £325.00:**
It was resolved to confirm the booking of the Punch and Judy show for £325 for the event. This will include three performances through the afternoon.
Proposed: M. Joannes **Seconded:** M. Williams Show of hands
- 6.3 To discuss and decide who will manage event and help:**
It was resolved the J. Perretta would organise the event, with support from M. Williams, D. Fairless and M. Piscina.
Proposed: M. Joannes **Seconded:** M. Williams Show of hands
- 7 To discuss and decide on a date for indoor Halloween event:**
7.1 To discuss and approve budget:
7.2 To discuss and agree on activities:
- It was resolved to hold the event on Saturday 26th October, with a budget of £300. Activities to include tunnels / tent with a slight variation to some games.
- 8 Any other matters to be discussed at the next meeting:**
Further Planning of the upcoming event
- 9 Next meeting date:** 8th May 2024