

# Heath Hayes & Wimblebury Parish Council Events & Youth Committee Meeting

Wednesday, 1<sup>st</sup> March 2023 at 9.30am  
Hayes Green Community Centre, WS12 3XP

## Agenda

### 1. Apologies

2. To Approve the Minutes of the meeting held on the 25<sup>th</sup> January 2023 Attachment (1)

### 3. Saturday, 6<sup>th</sup> May 2023, Kings Charles III Coronation

- Use of Heath Hayes Park confirmed. Required to fill in a new booking form Attachment (2)
- Event Management Plan Attachment (3)
- Heath Hayes Park Plan Attachment (4)
- Risk Assessment Attachment (5)
- Temporary Event Notice Attachment (6)
- Cinema Hire 4U Attachment (7)
- Sheena McHugh Attachment (8)
- Abba Gems Band Attachment (9)
- Ultimate Coldplay decided too expensive
- Crystal Academy confirmed attendance
- Running order
- Party Faces
- Local Food outlets had been approached; no response had been received
- Community First Responder's had confirmed attendance
- St John's Ambulance First Aid Cover had confirmed attendance Attachment (10)
- Security firm
- Staffordshire Fire had been approached but could not confirm attendance
- Staffordshire Police had been approached; no response had been received
- CCDC had been emailed to arranged collection of rubbish after the event
- Heath Hayes Academy had confirmed use of their car park during the event
- 300 Commemorative Coins, 300 Chocolate Lollies, Bunting & Flags had been ordered through the Prosperity Fund.

### 4. Sunday, 9<sup>th</sup> December Christmas Parade

Mercian Community Band & Drums had provisionally been booked Attachment (11)

Quote for Mascot Costumes had been sent to CCDC to be paid from the Prosperity fund  
Attachment (12)

### 5. Items for Future Agenda

6. Date of next meeting – 22<sup>nd</sup> March, 9.30am.