

**Heath Hayes & Wimblebury Parish Council
Events Committee Meeting
Remembrance Sunday, 8th November 2020**

**Held on Monday, 13th July 2020 at 2pm
Remotely on Zoom**

Present: Cllrs L Bullock, P Dadge, A Fitzgerald, P Haden, S Thompson, D Todd

In Attendance:

Parish Clerk: Mrs L Bowman

Member of the Public: Lisa Wilson

1. Apologies

Cllr J Aston

2. Election of Chairman and Vice Chairman

Cllr P Dadge was proposed as Chairman, Cllr A Fitzgerald was proposed as Vice Chairman.

3. Terms of Reference

The Committee considered the Terms of Reference.

4. Review last Year's Event

The lack of support from the Police caused a problem, this could be overcome this year if we provided our own Marshalls. The Police would still be invited to offer support along with at least 15 Marshalls that Lisa Wilson could provide. The Council would need to provide Hi Vis vests.

5. Review Protocol Report 2019

The Committee reviewed the report.

6. Plan for 2020

Cllr A Fitzgerald to contact the Tactical Support Team and order the wreaths.

Cllr L Bullock to contact the Drum Core and Bugler.

Cllr S Thompson to enquire about the Road Closure procedure and costings. Seek permission to attach knitted Poppies on each lamppost along the high street.

Cllr P Haden would arrange for the knitting of the poppies.

Lisa Wilson had offered the use of a PA system, speakers, use of chairs for the elderly and disabled.

Cllr P Dadge would advertise the event on the Council Facebook page, he would arrange to hire a minibus to assist with transport from the church to the memorial gates for the elderly or disabled, Lisa Wilson offered to drive the mini bus.

The Clerk to write to the following and get a registration of interest to attend the event subject to Covid-19 Rules in place in November.

1st Rainbows, Brownies, Girl Guides
3rd Rainbows, Brownies, Girl Guides
4th Rainbows, Brownies, Girl Guides
Beavers, Cubs, Scouts
Gorsemoor Primary School
Five Ways Primary School
Heath Hayes Academy
Reg Fullelove
Bourne Methodist
St John's Church

7. Letter from The Royal British Legion

The Clerk would contact our local British Legion to see if they would support our event.

8. Items for Future Agenda

Risk Assessment

9. Date of next meeting – 12th August at 6pm