

MinPaxfest21Oct20

# **LITTLE PAXTON PARISH COUNCIL**

*Clerk of the Council: Mrs J. Gellatly, 11 Hayling Avenue, Little Paxton, PE19 6HG*

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Minutes of the Paxfest Committee virtual Zoom meeting at 10.30am on Wednesday 21<sup>st</sup> October 2020.

## APPROVED

Present: Cllr K. Barker, Cllr K. Bishop (Chairman), Cllr J. Matheson, Cllr. S. Scotcher, & the Clerk Mrs J. Gellatly.

### **Agenda Item**

**Pwr Action**

**19.** Apologies for absence. None.

**20.** Members' declaration of Disclosable & Non Disclosable Pecuniary interest for items on the Agenda. None.

**21.** To receive written requests for new Disclosable Pecuniary interest dispensations. None.

**22.** Public Forum. There were no members of the public present.

**23.** COVID 19 restrictions for event planning- Cllr K. Bishop gave a verbal report. The following was agreed:-

(i) Track & Trace/QR Codes/ Wristband system to be located at two entrances to the field- entrance near the High Street and at the Playing Field barrier.

The central arena will be bigger and stalls will be positioned round the entire field to create a circle one way system.

The Scouts BBQ will be located in the multi use games area.

The Magic Show will be located at the football/basketball arena.

Inside the village hall will be refreshments only.

St. Neots Museum and the face painter to be located in the village hall meeting room.

The arena will have seating on two sides only (not in front of the information desk or the dog show registration stall)

Additional chairs to be hired from Little Paxton Primary School.

Jazz band to be located near the Community Pavilion.

The Brass band to be located in front of the Council garage.

**24.** COVID 19 Track & Trace/ Wrist bands- the Clerk gave a verbal report.

Clerk

(i) It was agreed to order wrist bands printed with 'Paxfest'.

It was agreed to make the wrist bands available a couple of weeks before the event.

Clerk

It was agreed to request volunteer help to assist with Track/trace and the issue wristbands on the day.

All

**25.** Matters arising (No decisions).

The Clerk reported the Temporary Traffic Regulatory Order (TTRO) has been submitted to CCC Highways. An application to HDC Safety Advisory Group has been submitted.

St. Neots Museum, Kelly's Donkeys, The Ark Mobile Farm and Wildlife

Displays bookings are confirmed. The Connections Bus is not operational

at present and have advised to contacted them in April21.

**26.** Musical entertainment bookings- The Clerk reported Porterhouse Jazz 6 are booked. Little Paxton School Choir are unable to rehearse in the current climate.

(i) It was agreed the Clerk to make further contact with the Pipe band and Brass Band and suggest a quintet or smaller number of players if full bands unable to perform. Clerk to contact Tom Sings Swing. Clerk

**27.**It was agreed to invite the following:

(i) Cambs Fire & Rescue- fire engine Clerk

(ii) Viviane Vintage Fire engine- Clerk to enquire if there is a cancellation fee. Clerk

(iii) A428 Exhibition. Clerk

(iv) Inflatable supplier to provide an inflatable slide as an alternative to a bouncy castle. Clerk

(v) St Neots Woodcraft Folk for outdoor activities. Clerk

**28.**It was agreed to accept commercial stall bookings with the booking fees payable in May 2021. Clerk

**29.** It was agreed the ticket cost for Donkey rides is £1.00 per ride. Clerk

**30.** It was agreed to book 4 additional 1100 litre bins for the event. Clerk

**31.** It was agreed to apply for grant funding in April 2021. Clerk

**32.** To agree car parking requirements for stall holders, musicians and for disabled parking. Clerk

It was agreed musicians, entertainers to park in the village hall car park (spaces will be allocated), stallholders to park on the field.

Disabled parking-it was agreed to suggest visitors to the event use The Rookery for disabled parking. It has easy access to the field and has a ramp.

**33.** It was agreed to recommend to Full Council the purchase of two 3m x 6 pop up gazebos with funding from the Equipment Renewal Reserve. Cost £229 each. Clerk

**34.**It was agreed to recommend to Full Council to consider accepting contactless payments for the Fun Dog Show & Donkey rides. Clerk

**35.** It was agreed to print promotional bookmarks. Clerk

**36.** It was agreed to recommend to Full Council a budget of £5192 for Paxfest 2021. Clerk

**37.** Date of next meeting 13<sup>th</sup> January 2021 at 10.30am.

Meeting closed at 11.18am.

**Signed** \_\_\_\_\_ **Chairman**