



Fair Oak & Horton Heath Parish Council

2 Knowle Park Lane, Fair Oak, Eastleigh, SO50 7GL

Telephone: (023) 8069 2403 email: enquiries@fairoak-pc.gov.uk

SUMMONS

Dear Member

29 January 2019

You are hereby summoned to attend a meeting of COMMUNITY EVENTS SUB-COMMITTEE at the Parish Offices, 2 Knowle Park Lane, Fair Oak on **Monday, 4 February 2019 at 6.00 p.m.** *or at the conclusion of the public participation period.

Melanie Stephens

Melanie Stephens
Clerk

PUBLIC PARTICIPATION:

*If required, the meeting will be preceded by a public participation period of up to 15 minutes, where members of the public are entitled to address the Committee on issues relevant to the business of the Parish Council.

AGENDA

1 APOLOGIES

To note any apologies for absence.

2 DECLARATIONS OF INTEREST

To note any declarations of interest made by members in connection with an agenda item. The nature of the interest must also be specified.

3 MINUTES (PAPER A)

To note the minutes of the meeting held on 3 September 2018 (approved by the Full Council on 15 October 2018 as a correct record).

4 CARNIVAL COURT SELECTION

To discuss the Carnival Court selection process.

5 EVENT MANAGEMENT PLAN, TRAFFIC MANAGEMENT PLAN AND APPLICATION FOR A TEMPORARY ROAD CLOSURE (PAPERS B, C & D)

To consider the Carnival Event Management Plan, Traffic Management Plan and application for a temporary road closure for Carnival day, Saturday 29 June 2019.

6 CARNIVAL PREPARATIONS

To discuss preparations for this year's Carnival & Fete.

To: Committee Members

Cllr N Couldrey
Cllr Mrs H Douglas (Chairman)
Cllr H McGuinness
Cllr J Noel
Cllr Mrs M Shephard
Cllr P Spearey

Officers

Mrs L Greenslade (Deputy Clerk)
Ms M Stephens (Clerk)



**Minutes of the Community Events Sub-Committee meeting
held on Monday 3 September 2018 at 7.30 pm
at 2 Knowle Park Lane, Fair Oak**

Committee Councillors Present: N Couldrey, Mrs H Douglas, H McGuinness J Noel, Mrs M Shephard & P Spearey.

Officers in attendance: Ms M Stephens, Clerk & Mrs L Greenslade, Deputy Clerk
PUBLIC SESSION

Four members of the community were present.

7 DECLARATIONS OF INTEREST

None received.

8 MINUTES

RESOLVED

That the minutes of the Community Events Sub-committee meeting held on 30 July 2018, be signed by the Chairman as a correct record.

9 COLLECTION MONEY 2018

Members discussed ideas for distributing the money collected at the 2018 carnival.

These included: -

- Christmas lights and tree for the Woodland Centre and Horton Heath Hall
- Additional brackets for existing lights
- A Chairman's community award
- Materials for the Ranger's community involvement sessions
- Street Pastors
- Thank you lunch for volunteers within the community
- Additional defibrillators around the villages
- Re-investment of the remaining funds towards future Carnivals

RESOLVED

That the 2018 collection money of £778.45 be distributed as follows: -

- a. £200 towards Christmas lights and a tree at the Woodland Community Centre
- b. £50 to a Young Person's Community award
- c. £50 to the Street Pastors
- d. £478 towards a defibrillator fund

10 COMMUNITY EVENT 2019

Members discussed the format of the 2019 community event, these included: -

- Starting the procession in Brunswick Road to shorten the route. However, this was discounted because of likely traffic congestion by Sandy Lane shops. Alternative shorter routes could be examined further if suitable.

- Requesting that each participating group submit a volunteer to help marshal the procession
- A marque be erected showcasing local produce, with various competitions including a cake competition
- That regular users of the Parish halls be asked to participate in arena events
- That the local school choirs be asked to sing in the arena
- That various competitions (painting, photography/short stories) be organised with local business donating prizes

RECOMMENDED:

- a) That a Carnival and Fete take place on Saturday 29 June 2019; and
- b) That the Leisure & Properties Committee approve the above options for further investigation by officers.

This was all the business and the meeting closed at 8.15 pm.

Signed Chairman