



# KETLEY PARISH COUNCIL

## TELFORD, SHROPSHIRE

**MINUTES of the meeting of the Events Committee of Ketley Parish Council held on Tuesday 3 July 2018 at Ketley Community Centre commencing at 6:00pm**

**PRESENT:**

Councillor Joy Francis  
Councillor Sam Millward-Thomas

Councillor Hilda Rhodes  
Councillor Amrik Jhawar

**Clerk:** Emma Atwell

**E18/036 WELCOME**

The Chairman welcomed everyone to the meeting

**E18/037 APPOINTMENT OF CHAIRMAN AND VICE CHAIRMAN**

Cllr S Millward Thomas proposed Cllr J Francis as Chairman, seconded by Cllr H Rhodes. **RESOLVED that Cllr J Francis be appointed Chairman of the Events Committee for the municipal year 2018/19**

Cllr A Jhawar proposed Cllr S Millward Thomas as Vice Chairman, seconded by Cllr J Francis. **RESOLVED that Cllr S Millward Thomas be appointed Vice Chairman of the Events Committee for the municipal year 2018/19**

**E18/038 APOLOGIES FOR ABSENCE**

Cllr M Cartwright (domestic) – accepted  
Cllr M Evans (absent)

**E18/039 DECLARATIONS OF PECUNIARY INTERESTS**

None declared

**E18/040 APPROVAL OF THE MINUTES OF THE EVENTS COMMITTEE HELD ON TUESDAY 24 APRIL 2018**

**RESOLUTION:** The minutes of the meeting held on 24 April were proposed by Councillor S Millward Thomas and seconded by Councillor J Francis as an accurate record, and unanimously agreed by the Events Committee.

**E18/041 MILLENNIUM VILLAGE EVENTS**

As the Stewardship Officer from Sanctuary Housing was not available, this item was deferred to the next meeting.

**E18/042 ANNUAL PARISH MEETING REVIEW**

The meeting was discussed and noted that the evening was well received. All agreed that the same format should be followed for the 2019 meeting to include the presentation of grant awards. Given that the elections will be held on 2 May 2019, the date for next year's Annual Parish Meeting was set as Wednesday 27 March 2019. Easter event date was also discussed. The Clerk advised that Easter falls at the end of the school holidays next year – Sunday 21 April. It was suggested

therefore that the event be held at the midpoint on Saturday 13 April. **RESOLVED that the 2019 Annual Parish Meeting would be held on Wednesday 27 March following the same format as 2018.**

**E18/043 SUMMER EVENT**

The Clerk circulated a draft itinerary for the Summer event which will take place on Sunday 12 August from 12noon – 4pm. Unfortunately Mr Tee's is not available but the Clerk confirmed that a local ice cream van would be onsite during the event. Really Awesome Coffee had also expressed an interest in attending if the Council wanted a van serving hot and cold drinks and snacks. The Committee felt that this would complement the street party / picnic theme. The Clerk advised that all parts of the event were in place with the exception of outdoor activity. The Clerk has been in touch with TACT and they have confirmed that the playground, building and car park rented by TACT could be used for the Summer event if required. Cllr's S Millward Thomas, H Rhodes and A Jhavar confirmed their availability to support the event on the day. The use of the Ketley Sports Field for future events was also discussed.

The Clerk provided a verbal update on the mural project and confirmed that the artist required an additional £750 to complete the work to the level of detail required by the Council. The request for payment is to be raised at the next Finance Committee meeting.

The following actions were **RESOLVED:**

- i) Cllr S Millward Thomas to follow up outdoor activities**
- ii) Clerk to confirm drink / snacks van**
- iii) Request for £750 for the mural artist to be agreed at Finance Committee**
- iv) Clerk to send an email to all councillors requesting tombola prizes**

**E18/044 SUMMER FILMS AND LITTER PICKING**

Cllr S Millward Thomas advised that through his link with Meadows Primary School film club, he was able to offer free family film nights for residents during the school holidays. All agreed it was an excellent idea and it was suggested donations be collected for the Mayor's Charity as Cllr R Mehta had recently been elected to the position of Borough Mayor. Litter picking was also discussed and all agreed that the Council should continue running these events and particularly during school holidays to enable young people to get involved. It was **RESOLVED that family film nights would be held on Tuesday 7, 14 and 21 August and litter picks on Friday 3 and 24 August. Clerk to make the necessary arrangements.**

**E18/045 CHRISTMAS EVENT**

Following the last council meeting it was agreed that the Christmas event would take place on Friday 7 December with the vouchers being issued between 10am – 2pm and the Light's Switch On from 4 – 6.30pm. The Clerk confirmed that Mr Tee's has been booked for the evening as it was so popular last year. The possibility of additional entertainment in the Classroom whilst residents waited to collect vouchers was discussed. The Clerk advised that both Meadows school and TACT had already been made aware of the dates and hoped to be able to support both parts of the event. Members to put forward ideas to be finalised at the next Events Committee meeting.

**E18/046 NEWSLETTER**

The Clerk circulated the final draft of the July newsletter for review and comment. No amendments were put forward and it was **RESOLVED that the newsletter is printed to be delivered week commencing 15 July 2018.**

Signed.....

**E18/047      AGENDA ITEMS FOR THE NEXT MEETING**

- i) You, Me and Us projects
- ii) Remembrance & Armistice Day
- iii) 100 years of women's right to vote
- iv) Telford Millennium Community events
- v) Christmas event

**E18/048      DATE OF NEXT MEETING**

The next meeting will be held on Tuesday 2 October at 6:00pm

The meeting ended at 6:51pm

Signed: ..... Date: 2 October 2018  
Chairman of Ketley Parish Council Events Committee

Signed.....