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## Hollinswood and Randlay Parish Council

Chairman of Events: Cllr J Johnson

Clerk: Katrina Baker MBE

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### EVENTS WORKING GROUP

**MINUTES** of the meeting held via Zoom on Monday 7<sup>th</sup> June 2021 at 8 p.m.

**PRESENT:** Councillor S Vaughan-Hodkinson  
Councillor J Creed  
Councillor S Unwin  
Councillor H Unwin  
Councillor S Snell  
Councillor E Dalby  
Councillor T Wust

**In Attendance:** Katrina Baker, Clerk  
Glyn Johnson  
Stuart Fisher  
Liam Seabury

**E21/718 WELCOME**  
Councillor Vaughan-Hodkinson opened the meeting and welcomed everyone.

**E21/719 ELECTION OF CHAIRMAN**  
It was proposed by Councillor S Unwin and seconded by Councillor Vaughan-Hodkinson that Councillor Johnson be elected as Chairman, all were in favour and thus it was

**RESOLVED that Councillor Johnson be Chairman of the Events Group for 2021/22.**

**E21/720 DECLARATION OF ACCEPTANCE OF OFFICE**  
Councillor Johnson read and signed the Declaration, this was witnessed by the Clerk as the Proper Officer of the Council.

**E21/721 APOLOGIES**  
None – all Members in attendance  
The Nedge SNT sent apologies, they are keen to work with the Parish Council at all events but do not have the resources to attend meetings at this time.

**E21/722 ELECTION OF VICE CHAIRMAN**  
It was proposed by Councillor H Unwin and seconded by Councillor Dalby that Councillor S Unwin be elected as Vice Chairman, all were in favour and thus it was

**RESOLVED that Councillor S Unwin be Vice Chairman of Events Group for 2021/22.**

**E21/723 DECLARATION OF ACCEPTANCE OF OFFICE**  
Councillor S Unwin read and signed the Declaration, which was witnessed by the Clerk.

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### **E21/724 TERMS OF REFERENCE**

It was proposed by Councillor H Unwin and seconded by Councillor Snell, that the Terms of Reference, as circulated (and amended to reference Working Group) be accepted.

<b>RESOLVED that the Terms of Reference be adopted for the period until 2023.</b>
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### **E21/725 DECLARATIONS OF INTEREST**

The current list is available on request.

### **E21/726 MINUTES OF THE MEETING HELD ON 26<sup>th</sup> APRIL 2021**

It was proposed by Councillor Snell and seconded by Councillor S Unwin, all were in favour and thus it was

<b>RESOLVED that the Minutes of the meeting held on 26<sup>th</sup> April be accepted and signed as a true record of the meeting.</b>
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### **MATTERS ARISING**

There were no matters arising, not on this agenda.

### **E21/727 EVENTS CALENDAR**

#### **Picnic Party**

Members confirmed that, if at all possible, an event should take place on 4<sup>th</sup> July 2021. However, it was recognized that this may depend on the Government's announcement on 14<sup>th</sup> June.

In order to restrict numbers attending, it was agreed to ask if we could hold the event at Hollinswood Primary School in the afternoon from 1pm until 4pm.

The following activities and entertainments are booked, however, if the event cannot take place there will be no financial penalty.

Climbing Wall	Farm on Wheels
Exotic Zoo	Telford Community Band
Face Painting	Flip & Dippy
Timmy T	

All external providers will have their own risk assessments and covid procedures to keep the community safe.

An arena will be created and families encouraged to sit on their own blankets, with a picnic and enjoy the entertainment which will take place in the arena.

Light refreshments will be available, although we have to be mindful of social distancing, particularly in queues. We have the grass paint and signs available to assist with regulating movement on the site.

### **E21/728 HOLIDAY ACTIVITIES**

The Parish Council has been encouraged to apply for funding from the Happy Healthy Holiday Activities fund from Telford & Wrekin Council. An application has been submitted to provide four hours per day for four days per week and for four weeks of the Summer Holiday and one week at Christmas.

A range of activities is planned with a morning and afternoon session, also providing a hot meal. The Clerk has attended a number of seminars and meetings and there are a number of local providers available to assist in providing the range of sessions to meet the criteria in the scheme.

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For example, Telford Woods will provide one session per week, for three weeks and in the fourth week host a family event in Randlay Valley.

If successful, we will work with partners and a number of training and information sessions will take place so that the quality of the provision is not only high, but standard across all the sessions taking place across the Borough.

This will be an ideal opportunity to work towards an enhanced Wednesday Wizards from September.

**E21/729**

### **FRIENDS OF HOLLINSWOOD & RANDLAY VALLEY**

#### **Hallo'een and Christmas Trails**

A series of coloured boards will be created (laminated) and routes identified for families to use whilst enjoying the Valley.

Saturday events are planned with details being available soon.

#### **Bushcraft**

We hope to have details of events planned in the near future. Unfortunately, this cannot include fires at The Woodland School.

**E21/730**

### **DATE OF THE NEXT MEETING**

28<sup>th</sup> June 2021

8pm

Via Zoom

There being no further business, the Chairman closed the meeting at 8.33pm thanking everyone for their important contribution to the discussions.

Signed .....Date .....