

KEYNSHAM TOWN COUNCIL

Minutes of the EATH Committee meeting held on
Wednesday 3rd August 2022 at 4.00 pm in the Town Council office

PRESENT:

Councillors: C Brennan, A Beaumont, H MacFie

IN ATTENDANCE:

Dawn Drury – Town Clerk
Katherine Sears – Deputy Town Clerk.

J Cron – Churches Together Rep
N Williams – Churches Together Rep

NOTE: Cllr Brennan was nominated for Chair of this meeting.

6. APPOINTMENT OF CHAIRMAN

*Cllr Biddleston was nominated by Cllr Beaumont. Seconded by Cllr Brennan.
Unanimous vote in favour*

RESOLVED:

Election of Cllr D Biddleston as Chairman

7. APPOINTMENT OF VICE CHAIRMAN

*Cllr Brennan was nominated by Cllr MacFie. Seconded by Cllr Beaumont.
Unanimous vote in favour*

RESOLVED:

Election of Cllr Brennan as Vice Chairman

8. APOLOGIES FOR ABSENCE

Councillors D Biddleston, A Greenfield, B Simmons and J Wallcroft

9. RECORD OF PREVIOUS MEETINGS

RESOLVED:

*The Minutes of the EATH meeting held on 6th July 2022 were confirmed as a true record
and were signed by Cllr Brennan.*

10. KEYNSHAM WINTER FESTIVAL

a) Site layout and road closure

Discussed that the road closure application is in process and will be submitted by next meeting.

Meeting with Spirolux taken place and walked through to stage position

RESOLVED:

Town Clerk to submit the road closure application

b) Stage Position

RESOLVED:

Stage to be situated outside St Johns Church, allowing for some refreshment and food vendors to be in that area outside HSBC.

c) The Procession

Discussed around the logistics of the procession and the safety of participants with the new High Street layout.

RESOLVED:

- The procession will start at the Community Christmas Tree in the Park and finish at St John's Church. Santa will lead the procession (air cadet band have been contacted, yet to confirm) the winner of the drawing completion will light the High Street lights with their wand. It is hoped that St John's church bells will be rung and then the Choir will sing carols at the Christmas Tree is lit at the Church. Welcomes, prize giving and then the acts will start on the stage.*
- Cllr Beaumont proposed the purchase of faux candles for various people in procession to hold, unanimous in favour*
- Lanterns to be located and tested*
- High Vis tape to be used to highlight the curb.*
- Washable spray paint to be used to highlight the curb.*
- Knitting group to be asked to knit garlands to bollard toppers for the cycle lane*
- Town Council to purchase rope lights for the leaders of the groups to hold to contain the children during to procession*

d) Entertainment on stage/dance arena

RESOLVED:

Bristol Ballet have been contacted by Cllr Biddleston, awaiting response.

DTC to contact the local primary schools and community musical groups if they would like to perform.

Cllr Brennan proposed the booking of performers; Christmas Elves and Goodometer, Stilt Walking Fairy and Christmas tree and Roller Skating Christmas Trees. Cllr Beaumont seconded, unanimous in favour. DTC to check availability and book

e) Entertainment in the Community Space

RESOLVED:

To defer to the next meeting.

f) Fun Fair Positions

RESOLVED:

Meeting with the Funfair provider booked for 6th September. Aiming for more family friendly style rides, more traditional, like helter-skelter, swing boats

g) Stall positions

RESOLVED:

Online form already published this afternoon and 5 confirmed stalls. Stalls will be situated on Market Walk and stretch along the whole way, also in Fear Hall, some food vendors and stalls up by St Johns Church. Max 30 outside and 15 inside.

h) Colouring competition and photo shoot Christmas tree

Judith agree to produce a Christmas tree photo shoot activity and will look at designing Christmas tree colouring competition entry forms for both the junior and infant categories.

i) Window Competition

Resolved:

That shops should be encouraged to decorate and display a Christmas tree.

j) Pre-Event workshops

Resolved:

DTC to contact Chrissie Weltike to discuss the workshops prior to the event.

11. BUDGET SHEET for WINTER FESTIVAL

RESOLVED:

Draft budget was received and noted.

Noted increase in cost of St Johns Ambulance

12. REMEMBRANCE DAY PARADE

RESOLVED:

Road closure application is ready to be submitted.

Risk Assessment ready

Cascade will not be erected this year, following discussion with the Church, this will only be used for Anniversaries.

Poppies will still be decorating the High Street and grounds of St Johns.

13. DATE OF NEXT MEETING

RESOLVED:

That the next Committee meeting will be held Wednesday 7th September 2022 at 4.00 p.m. in the Town Council office.

The meeting finished at 5.03 p.m.

Signed:
(Chairman)

Date:

DRAFT