

# KEYNSHAM TOWN COUNCIL

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

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## 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 6<sup>th</sup> 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 6<sup>th</sup> 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 7<sup>th</sup> September 2022 at 4.00 p.m. in the Town Council office.***

The meeting finished at 5.03 p.m.

Signed: ..........  
(Chairman)

Date: .....7<sup>th</sup> September 2022.....