

# KEYNSHAM TOWN COUNCIL

Minutes of the EATH Committee meeting held on  
Wednesday 7<sup>th</sup> September 2022 at 4.00 pm in the Town Council office

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## PRESENT:

Councillors: D Biddleston, B Simmons, A Greenfield, C Brennan and H MacFie

## IN ATTENDANCE:

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

Rob Moore  
Ric Davison

## 14. APOLOGIES

*Cllr A Beaumont, Jude Cron and Nigel Williams*

## 15. DECLARATIONS OF INTEREST

*Cllr Macfie has declared an interest on item 41 on the agenda – the purchase of small living Christmas trees for the giveaway*

## 16. DISPENSATIONS

*There were none*

## 17. RECORD OF PREVIOUS MEETINGS

### **RESOLVED:**

*The Minutes of the EATH meeting held on 3<sup>rd</sup> August 2022 were confirmed as a true record and were signed by Cllr Biddleston.*

## 18. BUDGET SHEET FOR KEYNSHAM WINTER FESTIVAL

*Discussed and it was highlighted the areas of increased costs, in particular the cost of first aid personnel. DTC to look into the suitability of a room previously used in the library as a First Aid room for SJA to use, this will save £300 as they won't require a separate unit to be on site.*

*Discussion around sponsorship and advertising in the booklet/programme produced for the event.*

*Cllr Simmons requested that the event is widely publicised on BANES events page and in The Week In.*

### **RESOLVED:**

*Draft budget was received and noted.*

*Noted increase in cost of St Johns Ambulance.*

*DTC to look into advertising for the programme.*

## 19. KEYNSHAM WINTER FESTIVAL

### a) Road Closure, Park and Ride Service and Infrastructure

*Application for road closure has been submitted along with the event application with BANES.*

*Road closure will be from Temple Street at Carpenters Lane to the junction of Temple Street where it meets Rock Road, the entirety of the High Street and Charlton Road from Tesco exit turning to the High Street junction. Temporary road closure for the procession on Bath Hill from the Memorial Park gates to the High Street, this will be manned by Town Council Staff as they are completing the training, next month to enable them to use stop/go signage.*

*Dial-a-Ride have been contacted and they have confirmed they will provide a shuttle service from Waitrose car park to the Town, so residents can visit the Festival. Waitrose have agreed to this arrangement.*

*Site visit with SAS Barriers was completed to discuss the barrier requirements, Town Council is awaiting quote from them.*

#### **RESOLVED:**

*TC to contact the In Bloom Knitters to start knitting "garlands" to be tied between the bollards along the cycle path to prevent pedestrians from walking across the High Street, encouraging them to use the designated crossings.*

### b) First Aid and Security

#### **RESOLVED**

*Update received and noted.*

*DTC to confirm whether the library allocated room is suitable for the SJA to use as a treatment room, if not then to contact a beauty salon in Keynsham for a suitable room.*

### c) Procession Plans

*Living Christmas Tree will be planted in Memorial Park and this is where the procession will start, then proceed up Bath Hill and along the High Street to St John's Church.*

*Miniature Hot Air Balloon group will entertain those gathering in the park before the procession.*

*Procession will consist of, colouring competition winner and Father Christmas, Street Performers, attendees from workshop, scouts, girls brigade.*

*Air Cadets Marching Band*

*The Town Council mobile PA system will be used for announcements.*

#### **RESOLVED:**

*5.15pm Arrive in Park – Hot Air Balloons being displayed*

*5.30pm Prepared for procession and put into order, Cllr Brennan to assist*

*6pm "Unveiling" of Christmas tree, blessing from Church and explanation from Cllr Biddleston.*

*6.15pm Leave the Park.*

*DTC to contact Chuffy the Train and Air Cadets Marching Band for confirmation.*

#### d) Entertainment Programme

**RESOLVED:**

*The Stage:*

*6.30pm presentation of Colouring Competition winner on stage*

*Local groups and musicians, DTC to confirm with KLOGS, Razzamatazz and schools.*

*Rob Moore can source local musicians, if required*

*Cllr Biddleston to speak to Johnny G and JoJo Sparkles about being the compere and entertaining between stage performances.*

*The Space:*

*Ric to manage entertainment programme consisting of Keyford Dancers and dancers & musicians from Wellsway School.*

*DTC to confirm that they can have the changing facilities in the library, as in previous years.*

*Cllr Biddleston to enquire whether Ballet Bristol would do a performance, following a discussion with Trish from Keyford Dancers.*

*DTC to enquire about the lady who brings the old-fashioned organ.*

*DTC to ask Golden Oldies to perform.*

*All agreed that the three street performing acts can be booked.*

*Cllr Greenfield left the meeting.*

#### e) St John's Church, Baptist Church and other Community Group Activities.

Nigel Williams was not present at this meeting, so an update will be requested at the next meeting.

**RESOLVED:**

*Keynsham Brass Band will perform in the Baptist Church with tea/coffee being served.*

*Waiting to hear confirmation from Methodist Church as to what they wish to do on the evening.*

#### f) Funfair Update

**RESOLVED:**

*Resolved to book the required rides to meet the £700 income as budgeted, this will include the larger "teenager" ride.*

#### g) Stall Update

*List of applications provided showing variety and current income.*

*Discussion around the increase of the price of a stall for next year as this year has been so popular.*

**RESOLVED:**

*Rob Moore to inform the Town Council of his plans for the Wine Bar as this could affect the arrangements for where Santa greets the children.  
DTC to look into a Christmas Trail in the shop windows.*

#### h) Colouring Competition and Photo Board

*RESOLVED:*

*Carried forward to next meeting when Jude is available.*

#### i) On the Night Competitions

*RESOLVED:*

*Cllrs Biddleston and Brennan to judge the window competition at 4pm on the afternoon of the Festival, DTC to invite managers from Sainsburys and Waitrose to accompany judges.*

*Stall holders to have a Christmas Jumper competition, Cllr Brennan to judge.*

*DTC to locate shield from winner of best window display 2021– possibly Coco Hair Design.*

#### j) Pre-event Workshops

*RESOLVED:*

*Confirmed that Chrissie will run these on 19<sup>th</sup> November and the theme will be Christmas Trees.*

#### k) On the Night Workshops

*RESOLVED:*

*KTC Youth Service will run the cookie/cupcake decorating workshop. Agreed that visitors should make a suggested donation of 50p, funds to go to the Youth Service.*

*Cllr Cooper has said that she will bake some biscuits. Cupcakes to be purchased from Costco.*

#### l) Living Christmas Tree Giveaway

*RESOLVED:*

*Agreed to purchase 30 small trees @ £3 each and 20 larger trees @ £5 each*

*Cllr Greenfield to man the stall on Winter Festival to hand out the trees.*

*Instructions for planting and care to accompany the tree to be produced by DTC.*

### 20. HERITAGE TRAIL – 9<sup>th</sup> to 18<sup>th</sup> SEPTEMBER

*RESOLVED:*

*Update received and noted. Big thanks to Beth for all her hard work in organising what looks like an amazing fortnight of activities.*

### 21. KEYNSHAM SPRING FLOWER SHOW

Discussion around the proposal of a Spring Show in Keynsham. Scout Hut available on 25<sup>th</sup> March, cost shown on the prepared budget presented.

Local businesses have already been approached for sponsorship of a trophy.  
Schedule of classes and show rules drafted, printers contacted for quotes.  
Funds available in the Community Events Budget.  
Spring Window Trail.  
Scouts could provide hot food e.g. Soup and burgers outside.  
Stalls would generate some income inside.  
Professional judges have been thought about.

**RESOLVED:**

*All agreed that Keynsham Spring Show can be added to the Event Calendar.  
A Gluten free class to be added the cookery section.*

**22.DATE OF NEXT MEEING**

**RESOLVED:**

*That the next Committee meeting will be held Wednesday 5<sup>th</sup> October 2022 at 4.00 p.m.  
in the Town Council office.*

The meeting finished at 5.55 p.m.

Signed: .....  
(Chairman)

Date: .....

