



AYLSHAM COMMUNITY EVENTS COMMITTEE

MINUTES OF THE MEETING OF THE AYLSHAM COMMUNITY EVENTS COMMITTEE HELD IN THE COUNCIL CHAMBER, TOWN HALL ON WEDNESDAY 20TH APRIL at 7:00pm

PRESENT:

Karen Smith	-	Vice Chairman (Town Resident)
Rodney Clark-Ward	-	Councillor
Joan Bennett	-	Councillor
Giles Margarson	-	Town Resident
Angela Brook	-	Volunteer & Community Manager Blickling Estate
Sue Lake	-	Aylsham Town Council Town Clerk
Donna Butcher	-	Aylsham Town Council Admin

1. WELCOME INTRODUCTIONS & APOLOGIES

Apologies received from Ian Gravenell, Patrick Prekopp and Andrew Strange

2. TO RECEIVE MEMBER'S DECLARATIONS OF INTEREST IN AGENDA ITEMS

None received.

3. TO CONFIRM MINUTES OF MEETING HELD ON 16 FEBRUARY 2022

The minutes of the meeting held on 16 March 2022, as previously circulated were then confirmed and signed.

4. INFORMATION ON MATTERS ARISING

None.

5. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK

Angela Brook introduced herself and briefly explained her role as Volunteer and Community Manager at Blickling Estate.

6. TO RECEIVE AN UPDATE ON THE EASTER CRAFT FAIR

It was reported that the event had a slow start and to possibly change timings to begin the events at 10am instead of 9am. Footfall may have been affected by the fact that there were other events in the town; the church, the Friendship Hall and the first car boot of the season. Positive feedback was received on the day from a few of the traders. Some comments received regarding lack of advertising again.

7. TO RECEIVE AN UPDATE ON OTHER PLANS THE JUBILEE WEEKEND

Thursday 2nd June - Sue Lake raised concerns that the road closure on Norwich Road may present an issue to people travelling by car to the Recreation Ground on Thursday 2nd June. It was discussed that we would hope the majority of people attending the

event would be Aylsham residents and would walk. Sue also confirmed the purchases of a generator and 300 foldable chairs with a storage trolley. Donna Butcher confirmed that an outside bar has been booked and invites have been sent to traders for the craft stall, a Jubilee Programme leaflet will be in the April issue of Just Aylsham and a half page advert in the May issue. Banners have been ordered. Portaloos will be ordered and the Pavilion will be kept locked to members of the public. A risk assessment needs to be carried out to send to the SAG. The high school to be contacted regarding possible use of their rear car park and arrange signage. Cones will be needed for Burgh Road and Sir Williams Lane.

Friday 3rd June – Donna raised concerns that entrants already listed for the 2K race would be expecting it to be a timed race rather than just a fun run. This had been communicated with Steven Hitcham.

Saturday 4th June – It was confirmed that the snail colouring templates have been sent out. Sue Lake informed the committee that no contact has been made with the high school regarding the Our Town exhibition, Sue will try and contact Tanya Wiseman regarding this. It was also noted that St Michael's church are holding a concert on the Saturday evening, with the proceeds going to the Queen Elizabeth II Trust. Angela Brook mentioned the event at Blickling and again concerns were raised if the road closure on Norwich Road should over-run.

Sunday 5th June – Transport was discussed for getting the tables and chairs to the Market Place, it was agreed to hire a bigger van for the weekend if necessary. Giles Margaron to contact John Gray for the possibility of a lorry to use. It was noted that the church are having a 'quiet area' in their grounds should people wish to participate in the event but away from the crowds. John Brown to be contacted regarding the Scouts helping with seating people at their tables.

8. TO NOTE ITEMS FOR INFORMATION/DISCUSSION AT THE NEXT MEETING

Nothing raised.

9. TO AGREE DATE OF NEXT MEETING

The next meeting will be held on Wednesday 18th May 2022 at 7pm in the Council Chamber.

10. CLOSURE OF THE MEETING

There being no further business, the Vice Chairman closed the meeting at 8:10pm