

SPRINGFIELD PARISH COUNCIL
MINUTES OF THE EVENTS & PROJECTS
COMMITTEE MEETING HELD ON 10TH APRIL 2019 AT 7.00P.M.

PRESENT

Cllrs: Mrs. Y Spence (Chairman), A. Chong, I. Fuller, Mrs C. Garrett and B. Jeapes.

In attendance: Clerk to the Council.

19 APOLOGIES FOR ABSENCE – there were none.

20 CO-OPTION OF NON-COMMITTEE MEMBERS

Cllr Lagrue was co-opted onto the committee in the absence of Cllr Carson.

21 DECLARATIONS OF INTEREST AND DISPENSATIONS – there were none.

22 PUBLIC QUESTION TIME – none were in attendance.

23 MINUTES OF THE PREVIOUS MEETING – the previous meeting had been inquorate.

24 BUDGET REPORT

RESOLVED: the end of year committee balance of £4119 be noted.

25 GARDEN PROJECT

RESOLVED: (a) it was noted that Pat Ackrell, main volunteer, would be attending the Mayor of Chelmsford's Community Award ceremony;

(b) the premises committee had discussed the removal of the fencing from the edge of the garden.

26 PANTOMIME – Jack & The Beanstalk

RESOLVED: that the 2019 pantomime, Jack & The Beanstalk, goes ahead on Monday 30th December at a cost of £945 + VAT. A deposit of £200.00 will be paid.

27 ENCHANTED CINEMA

RESOLVED: that no event will be held.

28 STAFFING

Members were provided with background information about the formation of the committee in 2011, events prior to that time were being discussed and budgeted for through the premises committee. Council events & projects were separated from the Premises Committee in 2011, to reflect accurate budget costs.

In 2013, the Council undertook a reorganisation of their staff structure and the Community Development Manager (CDM) whose role had included event organisation was made redundant. Since this time the Clerk to the Council had attended the committee meeting with the remainder of staff helping with the background work where possible. Two fundays had been organised with a short-term contract being offered for staff to support these pieces of work.

Discussion about future events that the Council may wish to organise and how these would be staffed were discussed. It was recognised that the workload of current staff was at its maximum, volunteer hours had been contributed by both staff and councillors at events over recent years. Following debate it was

RECOMMENDED to Council that:

- (a) the Events & Projects committee be dissolved;
- (b) responsibility for the garden project be transferred to the Premises Committee;
- (c) organisation of the Pantomime be referred to full Council;
- (d) any further events be discussed by the full Council;
- (e) the Council's standing orders be amended to reflect the dissolution of the Committee;
- (f) the distribution of the committee's 2019/20 budget be referred to the finance & policy committee.

- 29 FOR INFORMATION – a £100 donation had been made to the Springfield Youth Group for their help at the 2018 Pantomime.

Cllr Y Spence.

Meeting closed 7.55p.m.

Signed

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