



## Burrington Parish Council

Minutes of the 3<sup>rd</sup> special meeting of the Parish Council held on Tuesday 10<sup>th</sup> January 2012 at 8.00pm in the Parish Room to plan for the Queen's Diamond Jubilee in June 2012

**PRESENT** Councillors: Paul Keel (Chair),  
Roger Daniels  
John Rhodes  
Also present: Kathie Wilson, Barry Smith, Jo Wessell, Sarah Alvis,  
Sarah Allen, Jacky Kerly, Jill Hale, Alan Green,  
Stephen Edwards, Teresa Martin, Claire Brown,  
Martin Kerly (scribe)

**APOLOGIES** Frances Wilson

### MINUTES OF LAST MEETING

The minutes of the last meeting, Tuesday 6<sup>th</sup> December, had been distributed electronically. All present agreed they were an accurate reflection of the meeting. These will be presented to the next full meeting of the Parish Council.

### RESUME OF THE PLANNED PROVISIONAL PROGRAMME

**Fri 1<sup>st</sup> June:** **Re-enactment of Coronation** in Holy Trinity by the school children. Sarah Alvis confirmed the school are happy to do this. Time to be confirmed – probably around 2.30pm.

**Sun 3<sup>rd</sup> June:** **11.00am Service in Holy Trinity/ bells/ drinks in the square afterwards** (Hall if wet). Alan Green and Stephen Edwards confirmed PCC is happy to organize this. **3.00pm Flotilla pageant in Rickford Brook** followed by **Corgi Hunt** and afternoon tea. (Action: *Jo Wessell, Claire Brown, Jacky Kerly with Rickford Community Assoc*)

**Mon 4<sup>th</sup> June:** **3.00pm – 7.00pm Jubilee Picnic and sports** on The Dring, Burrington sports field.

There was much discussion about the possible format for this event, building on ideas from the previous meeting. Barry Smith agreed to coordinate it and to lead a committee of representatives from each possible activity. Barry to set up first meeting, probably on site on a Saturday in February. (Action: *Barry Smith*)  
School to be asked for formal permission to use playground and field. (*Sarah Alvis*)

Points for further consideration included:

- obtaining secure power supply for band, teas and bar,
- funding arrangements / possible entry charge / distribution of profits from stalls and events
- space and plan to accommodate various suggested activities. (Action: *Stephen Edwards agreed to coordinate this.*)
- parking and pedestrian access

A draft plan will be prepared in time for the next meeting of the PCC on 15<sup>th</sup> March. (Action: *Barry Smith*)

**10.00pm Lighting of Beacon on Burrington Ham.** (Action: *Paul Keel*)

## **PUBLICITY**

There was considerable discussion about the need for advance publicity especially in recognition that many families may be considering going away for the duration of the extended holiday week-end / school half term.

Kathy Wilson distributed an eye catching **draft flier** outlining the main dates and events. It was agreed this should include a few headlines to whet the appetite.

Flier to be distributed to every household in the parish by the end of January. (Action: *Kathy Francis in production of flier / Paul Keel in coordinating distribution*)

Newsletters: The next edition of the **Rickford Community Newsletter**, to be published next week will raise awareness (Action: *Martin Kerly*)

**Burrington Parish Council Newsletter** in March will include more detailed information. (Action: *Paul Keel*)

Further publicity will include posters nearer the time and a feature on the **Parish Council website**.

## **JUBILEE MUGS**

General agreement that mugs should be given to all the children attending Burrington Primary School and to all the pre-school children in the parish. This is thought to total around 120. Other households may be keen to purchase mugs, especially if they are personalized.

Martin Kerly distributed a number of fliers showing examples of jubilee mugs available, designs and prices. There was general agreement to choose a design that showed a portrait of Her Majesty and that enabled us to personalize the mugs with, say '*Presented by Burrington Parish Council*'. Costs range from £1.50 to £20 with several acceptable examples around £2.75 (Action: *Martin Kerly to liaise further with school and pre-schools re numbers and obtain samples and further costings*)

## **FUNDING**

There was considerable discussion about the funding implications for the various events and activities, including the distribution of any profits. These will need to be returned to in the future and decisions made especially in relation to the Jubilee Picnic and the presentation of mugs. Paul Keel reported the Parish Council would fund the various uses of the parish room. The council may also underwrite some of the costs for the mugs. Martin Kerly indicated that the Rickford Community Association may well be prepared to support the council in funding the mugs.

## **DATE OF NEXT MEETING**

Tuesday 13 March at 8.00pm in the Parish Room

Paul Keel thanked everyone for attending and for sharing all their ideas. The meeting closed at 9.00pm