



# Kingshurst Parish Council

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Clerk to the Council: Paula Coyle

Events Committee Meeting Tuesday 4th March @ 12pm.

Kingshurst Library, Marston Drive

Members, Chair Cllr D. Cole, Cllr L, Cole, Cllr S, Daily and Co-op L, Browning

Please note any decisions will be taken to the new Full Council Meeting in May 2023.

## **Event Committee Terms of reference**

*Meeting minutes will be circulated to all members with recommendations to the next Full Council Meeting.*

*Meetings can be held without prior notice and where appropriate.*

## **Agenda**

1. Christmas lights and tree December 23

### **2. Community Pantomime**

2.1 Book Function room Pavilions

2.2 Dates 1st August 5th August

### **3. King Charles III Community Coronation Saturday 6th May 11-6pm**

3.1. Amazon order, decorations, bunting, flags, childrens crowns.

3.2. Food Van, (Sandwiches, and burgers, coffee) Crep Van deserts.

3.3. Tables

3.4. Fit Cap,

3.5. Community groups.

3.6. Inflatables

3.7. Paul Gouch amusement hire

3.8. Children's Entertainment package

4. SMBC

5. First Aid
6. Maintenance

## **Minutes**

Events Committee Meeting Tuesday 4th March @ 12pm.

Members, Chair Cllr D. Cole, Cllr L, Cole, Cllr S, Dail; y and Co-op L, Browning

### 1. Christmas lights and tree

**Resolved:** D/C Provisionally booked christmas lights and tree for 23, this would have to be discussed further, with the new committee before a resolution can be made

### 2. **Community Pantomime Jack and the Beanstalk**

**Resolved,** Traveling theater company ( Fun Time Theater) has been booked to perform two family fun days, during the summer school holidays. 1st & 4th August 23

**Resolved** Pavilions Function Room has been booked for both dates.

[hello@funtimetheater.co.uk](mailto:hello@funtimetheater.co.uk)

## **King Charles III Coronation Saturday 6th May 11-6pm. Community event**

### 3.1, Amazon order

**Resolved:** Order has arrived, butting, flags, banners and children's crowns

### 3.2. Food vans

**Resolved:** Booked,

### 3.3 Tables

**Resolved:** Space will be available for residents, anyone needing a table on the day they would need to inform the clerk a week before the event date.

3.4. Fit Cap, and the cricket club have been invited to take part at the event.

3.5. Community groups have been emailed and awaiting reply

### 3.6 Inflatables Tomslightevents

**Resolved:** Hired as a package, Helter Skelter, 35 ft Assault course, bouncy castle, soft play, generator plus fuel 5 members of staff for 7 hours and also providing **Dj 12-6pm**

3.7 Paul Gouch amusements hire

**Resolved:** To hire the merry go round and the cup and saucers from Paul Gouch awaiting quote

### 3.8 Mascots, children's characters

**Resolved:** Mad House mascots booked as a package, 4 characters , that will dance and perform and there will be photo opportunity,  
Booked Face painter and balloon modeler.

#### **Budget,**

Agreed Budget £5,000.

**Resolved** Cllr Cole Suggested increasing the Events budget £1500.

**Resolved** recommendation to the next Full Council Meeting, Budget increase £1,500

### 4. SMBC.

**Resolved:** Clerk will be informed of the event, and will be asked to take part  
Clerk to organise traffic cones for the residents on Meriden drive

### 5. First Aid

**Resolved:** Provisionally booked

### 6. Maintenance

**Resolved:** Lee, the contractor will be available on the day.

Parish Councilors need to inform the clerk the availability of times to volunteer at this event

Meeting Closed 1pm.