

LAVANT PARISH COUNCIL -
FETE SUB-COMMITTEE

29th October 2020 at 2.00pm, Via Zoom

Draft Meeting Notes

Attendees: Elaine Mallett, Sarah Newman, Sara Pickford, Sue Jackson, Jenny Quest,
Caroline Reynolds

Apologies: David Jarrett

1. Minutes of Previous Meeting

All agreed with correction of two name changes.

EM to put on Website

2. Membership of the Sub committee

- Friends of Lavant C E Primary School: - to be filled. Seems to be willingness to help but not as member as committee.
- Memorial Hall - still to be filled. Suggestion that Fete Committee send someone to Hall Committee meeting to feed back . SP willing to do this so EM to approach Hall Committee with suggestion.
- From article in Lavant News- 3 responses which is great!
 - Jasmine Williams - can help with Social Media things.
 - Louise and Liam - Churchmead Close , logistics and joiner

CR to phone

3. Finance issues

- Online Banking will be feasible.
- Raffle.

There are various logistical elements to sort out.

Village Raffle covers if we can't hold a fete/ other events in 2021.

Sell against a list.

Principle to make Raffle Village Fete, tickets will need to be printed in Feb/ March 2021 . But will keep reviewing the situation.

LPC are the licensed / registered authority this has been renewed.

Sue will send round a draft letter to go to organisations.

SJ

4. Fete/Lavant Village Activities

- Terms of Reference? Use the model which has previously been used by Horticultural Society?
- Sarah N, Sara P and Elaine together to think this through and bring proposal back to next Meeting out funding / profits/ distribution etc. SP , EM , SN

Also need to send any agreed ToR for whole week's events to LPC for agreement.

5. Young people's involvement

- Fete - usually though LPrimary School and Maypole Dance (Eliz Woodford has previously indicated and facilitated this)
- Would like to ask LPrimary School to run a particular stall part of this.
- Events aimed at younger generation. Teddy Bears Picnic . Sports Day.
- JQ has started to talk to some youngsters who might have some ideas in particular with older age group activities. JQ
- 'Selfie Corner' and instagram account?

6. Communication/ Communication Plan

SN has spoken to Natalie Dunning - KitchMedia

Possible work with Jasmine Williams

Need to have this for Jan 2021

7. Parking

*Email help from Jeremy Hunt - see below**

May need for the events which are aimed at a broader audience - Fete and Cricket.

Closure of Sheepwash is better logistically but doesn't have the some parking capacity.

Need to ask David Youngs at Lavant Academy in principle re Park and Ride. Also LCampbell re possible Minibus from Oakwood School.

Parking is a critical Problem - lack of solution puts the whole Fete in jeopardy

CR to research

Contact Summerdale Residents to find out their experience of applying for Road Closure

SP to find out what Itchenor have done previously SP

EM to ask Dawn re other Parishes who have asked for this. EM

Email round what we find out before next meeting as application may take some time.

8. Action Plan

We now have a good template of stalls and contacts that can be used.

Main Action Plan can be created once we know how ambitious the Weeks events will be.

SP has contact re Dog Show
Provisional Bookings worth doing - Bouncy Castle
Musicians via Shirley Sturgess - Super Strings. Willie the Witch and Punch and Judy
Tell St John Ambulance
Memorial Hall and Village Green are already booked.
Return to creating Action Plan at next meeting

SP
EM
CR
CR

9. Date of next meeting

25th November at 7pm . Venue / Zoom tbc

CR to ask Jasmine

Copy of e mail

On 9 Oct 2020, at 16:12, Jeremy Hunt <jeremy.hunt@westsussex.gov.uk>

I have received the following response from our highways area manager, which I believe sets out what you need to do. He states as follows:

It isn't necessarily straightforward as in theory that is not a valid reason for closing a road under the legislation available. The Road Traffic Regulation Act has sections that allow for roads to be closed for works or safety and a different section for events (e.g. such as is used for the closures around Goodwood events). However the Highway Network and Traffic Manager (Jeff Elliott) has advised that if an application is submitted to the Streetworks Team detailing the proposal with a plan then they can consider it and advise if it will be supported. One of the key considerations will be making sure that emergency and essential access to properties is available so any proposal will need to reflect this. How the vehicles are parked so as not to obstruct the footway or cause damage to the verge will also need to be considered.

I suggest LPC send an email about their proposal (including a plan and information on what is being proposed) to events@westsussex.gov.uk who can then advise on whether it will be supported, and if so what legislation would be appropriate and therefore which application process to take. They will hopefully also be able to advise on costs, as this may be dependent on the type of closure processed.

I hope this is helpful, but if I can help in any other way, please don't hesitate to contact me.

Best wishes,

Jeremy

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