

Committee Meeting Minutes re Queen's Platinum Jubilee Celebrations 2022
Held at the Stanford Centre, Cooper Lane, Laceby on Tuesday 15th February 2022 at 7.30pm

Present: Cllr B Metcalf, Cllr S Turner & Cllr Barford – Laceby Parish Council
Cllr S Greenbeck & Cllr D Johnson – Laceby in Bloom
Mrs Val Brumfield – Stanford School, Stanford Trustees, Laceby History Gp
Mrs Jeanette Spittlehouse – Laceby Library & Laceby Allotments
Ms Rachel McWilliam – Laceby Community Collective
Mr Ken Sykes – St Margarets Church
Mr R & Mrs S Kennedy – Laceby Royal British Legion
Rhys Childs - Resident

Also present: Clerk – Nicola Ashton

Apologies: No further apologies were received

Queens Platinum Jubilee

Thursday 2nd June 2022 – Beacon event

- Clerk confirmed that the Beacon had been ordered and the order had been confirmed. The invoice will be issued nearer the time. DJ will store the Beacon until we need it.
- BM discussed the fencing that would be needed to keep a safe perimeter around the Beacon; BM will meet with BB, ST and SG on Tuesday 22/2 to measure up and identify best location for beacon. RM reminded all that the netting would need to be considered.
- RM has booked the Earthbound Misfits – this will now be a half hour performance and they will email clerk with invoice. The Community Collective are also looking at funding options in order to extend the event. It is half term and they are looking at fun and games as well as a circus skills event delivered by Earthbound Misfits.
- Clerk advised that finding a Piper was proving problematic as she has either had a no, or no response. RK advised that he would get some contacts for the Clerk and send these over.
- It was agreed that at the event we would sing God Save the Queen.
- BB will ensure that we have a full cylinder of gas to light the Beacon.
- Clerk confirmed first aid arranged for both events, and RA underway.

Sunday 5th June 2022 – Big Lunch 2-5pm

- BM advised she had not had a response regarding the ice cream van or disco, but has identified that this can be done on facebook, so will confirm next meeting. She has also reminded NELC regarding her query for the licences.
- BM discussed that if we are thinking about picnics, there may be the Teapot or Sweet Creams that may be able to provide these direct to those attending the event. This to be discussed with both businesses to see if they are interested. It was suggested that we might consider a burger van or hog roast.
- It was agreed to have a fancy dress for the children – could be as simple as designing a jubilee hat or crown. Will need to identify a judge and hold during the first half hour of the afternoon.
- RM advised that Llama's were a possible option, but the owner was currently away; update to be given at next meeting.
- SK enquired the electric for the singers & microphones. BB & DJ advised that would need a generator – BB to source the generator.
- VB advised that the Trustees and Governors had been asked about alcohol in the Centre and on the school field, however, their next meetings were not until March. BM advised that we may need to

look for alternative location for event – possibly Butt Lane Field. No glass allowed at either event; only plastic cups & bottles.

- Clerk confirmed that toilets were ordered for the event.
- BM/VB to ask the dance school who uses the Stanford Centre if they would be interested in doing a performance.

Other events

- KS advised that the Church will have a service on the Sunday 5th June 11am to 12pm; all welcome.
- KS advised that there was a meeting for the Garden Party being held on Monday; it is hoped that instead of holding this on the 2nd Saturday in June, that they can hold it on the Saturday 4th June; help would be needed to set up and clean down the event. The PCC are also looking to purchase bunting to decorate the Church.
- SK confirmed that the Laceby RBL will be holding a concert at the Legion on the Saturday night @ 7.30pm – tickets will be available from the Legion.

Actions

- Clerk to write to all businesses in the village to encourage them to decorate up and get involved in the celebrations.
- Aim to decorate up the square and then fan out with bunting and decorations.
- Call to village to decorate houses and streets.
- Clerk to put out notice of events to the village on FB and then to send to KS and Stanford School so it can be sent out in their communications.
- Clerk to contact the Scouts and see if they would be willing to do the Scarecrow’s for the Jubilee weekend.
- We will need bins and rubbish bags; to ask Cllr Hasthorpe if this is something NELC can assist with. Would need help to clean up field at end of event. Clerk can contact our cemetery waste contractor for some big industrial bins and a collection if needed.

Cllr Metcalf advised that at the next meeting we need to be in the final stages of the planning.

The Chair confirmed the next meeting dates as:

- Jubilee Planning Meeting (sub-group) – Tuesday 15th March 2022 at 7.30pm.

Committee Meeting ended 8.15pm.

Signed:
Chair

Dated:

Item for action	Person responsible	Update	Completed
For 5/6/2022			
Organise singers and musicians to play at the event between 2pm and 5pm. Each to be given a half hour slot. Need mix of music.	Clerk	Laceyby Lyrical x 30 mins Legionnaires x 30 mins Ellie Tutty?	
Disco	BM		
Licences	BM		
Ice Cream Van	BM		
Burger / Refreshment Van	BM		
Portable Toilets	Clerk	Ordered on 20/1/22	20/1/22
Alcohol permission	VB		
Poster & Advertising	Clerk		
Entertainment Billy Biscuit Llama's Nunny Farm?	DJ RM Clerk	? RM to confirm 15.3.22 ?	
Fancy Dress – need a Judge			
Check Insurance Cover	Clerk	Confirmed covered with conditions	22/2/22
H&S and RA's	Clerk	In progress	
Medical Cover & First Aid	Clerk	Booked on 21/1/22 - £100 each event	21/1/22
Generator and sockets	BB	In progress	
Volunteers for clean up after events			
Waste disposal, black sacks and bins	BM/NA		
Bunting decoration across village	All	Notice put on fb and sent to school and Church	25/2/22
Responsible persons for ensuring the day goes smoothly - ? radios?			
For 2/6/22			
Jubilee Torch	Clerk	Ordered 21/1/22 - £490	
Earthbound Misfits	RM		
Poster & Advertising	Clerk		
H&S and RA's	Clerk		
Check Insurance Cover	Clerk		
Medical & First Aid Cover	Clerk	Booked on 21/1/22 - £100 each event	
2 x Responsible Person to light torch	TBC		
Fencing off of Torch?	TBC		
Fire equipment / notify fire brigade?	?	Fire extinguisher required by Insurers	
Piper	ST		
Bugler	TBC		
Gas bottle	BB	BB storing	21/2/22
Fencing	BB/RM		
Other actions			
Letter to businesses	Clerk		
Advertising and promoting	Clerk		

