



SANDGATE PARISH COUNCIL
Minutes of The Sea Festival and Events Committee Meeting
held on 31st July 2023 at 7.00pm or after the fall of the Full Council Committee
whichever is later.

~~~~~

**Chair:**            **Councillor:**        **Tim Prater**

**Present:**        **Councillors:**        **Hazel Barrett, Rosa Morris, and Adrian Watts**

**Clerk:**                **Mrs J Tugwood**

~~~~~

Meeting started 7.20 pm

1. **Apologies for absence-** Tracy Stephens & Nina Bliss
2. **Declaration of Interest** – none declared
3. **Minutes of the last meeting** – the minutes of the meeting held in 17th June 23 were presented and approved as a correct record.
 Proposed by Tim Prater
 Seconded by Hazel Barrett
 Agreed by all
4. **Licence**
 It was noted that there was lack of clarity relating to status of the licence application.
 Action: Clerk to establish status of the licence
5. **Sea Festival Budget**
 It was noted that initially there had been concerns regarding balancing the budget for the Sea Festival and some provisional bookings had been cancelled. However, with an increase in the number of stalls, an additional sponsor, and an agreement that an entertainer would take a small fee reduction, a more significant cancellation had been avoided.
 Action: It was agreed that increased clarity regarding the booking procedures was needed. It was essential that it was understood that only the clerks can make contractual agreements.
6. **Stalls**
 It was noted that income from the Barrow of Booze Wheelbarrow would once again go directly to the RNLI.
 It was noted that a list of stalls had been circulated but this needed to be more detailed to include the nature of the entertainment, refreshments, crafts or otherwise of the stall.
 The Rowing Club would need to be approached to request the use of their power supply for the Granville Parade Stage and that of the Fish Stall.
 Action: Clerk to contact Rowing Club.
 Action: Tim Prater to contact Dockers to establish if they require a stall.
 Action: The Sandgate Society needed to be included on the updated list of stalls

Action: Clerks to purchase wide industrial adhesive tape to secure the covers for electrical cables.

7. Volunteers

The current schedule of volunteers for the two days was circulated and updated. ID lanyards would be provided to all stewards. It was noted that there would now be a Stewards table in the Castle Road Car Park. The Lost and Found station would be located next to the Ambulance by the Boathouse.

Action: Clerks to check for availability hi vis vests with FHDC and if necessary, purchase additional supplies.

8. Correspondence

There was no correspondence.

9. Information:

It was noted that last year a local resident had experienced some firework debris falling onto their rear patio.

Action: Clerk to contact Universal Fireworks and to acquaint them with this issue.

10. Date of Next meeting: TBC

The meeting ended at 7.50 pm

Signed by the Sea Festival and Events Committee Chairman.....Date.....