



WOOTTON PARISH COUNCIL



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Minutes of **The Queen's Platinum Jubilee 2022 Working Group** meeting held on Wednesday 6th April 2022 at 7pm at
Wootton Community Centre, Harris Way, Wootton.

Agenda no	Agenda item title		
Open Forum	There were no members of the public or press present and so the meeting continued without adjournment.		
Present	Gareth Lloyd (GL – parish councillor, in the chair), Gerald Bygraves (GB – parish councillor), Jeff Noakes (JN – parish councillor), Stuart O'Dell (SO – parish councillor) and Keith Randell (KR – parish councillor). In attendance: John Wheeler (HW – parish councillor). JW is also the Borough Councillor for Wootton.		
Absent (no apologies received)	Justin Lennox (JL – parish councillor) and Mark Atkins (MA).		
Agenda no	Agenda item title	Resolution	Action
TQPJ22/010	Apologies for absence. Nick Houghton (NH) and Jim Collier (JC). Sue Edgar Playford (SP - Clerk to the Council and Responsible Financial Officer) was not in attendance.	Noted for the minutes.	SP to keep on file.
TQPJ22/011	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.
TQPJ22/012	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded.	N/A.	N/A.

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	None.		
TQPJ22/013	To appoint Messrs Atkins, Collier and Houghton as members of The Queen's Platinum Jubilee 2022 Working Group.	Resolved to appoint all three as members without further comment. Proposed: JN. Seconded: GB. Resolved by all present.	SP to keep on file.
TQPJ22/014	Minutes of previous meeting. <i>Minutes are published on the Wootton Parish Council website: https://wootton-pc.gov.uk/parish-council/minutes/.</i> Members of The Queen's Platinum Jubilee 2022 Working Group are asked to receive and adopt the minutes of The Queen's Platinum Jubilee 2022 Working Group meeting held on 23 rd February 2022.	Resolved to receive and adopt. Proposed: JN. Seconded: KR. Resolved by all present.	SP to keep on file.
TQPJ22/015	To continue determining a timetable of activities for the planned brazier beacon event (2nd June 2022) and to make recommendation to Full Council as necessary.	<u>Brazier/Beacon</u> JW agreed to ask Col Colin Mason OBE, Former Vice Lord-Lieutenant of Bedfordshire to light the brazier/beacon. GB agreed to source wood for the same. It was noted the brazier/beacon was complete (including painting) and it remained on course to be installed on Monday 30 th May 2022. Sam Helliwell had kindly agreed to prepare the ground. JW agreed to source helpers from the upper school to carry the beacon on site and would also ask Goodmans for Heras fencing to secure the area. KR will supply the ladder to add wood to the brazier/beacon. It was noted Dave's Snax and Ice Cream Joe were booked for the event and entertainment/alcohol licenses had been applied for. Two refuse bins were on order to keep litter to a minimum. MA was asked to check the generator Kw usage. 'Highwires' and Joe Bygraves would supply	All to take forward.

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		music for the event, lighting was in hand and GB agreed to finalise the necessary contract with the parish council. It was not yet clear who would provide the lorry needed for the stage. Portable toilets had been sourced at a cost of £600. Resolved to note and accept the above. Proposed: JN. Seconded: SO. Resolved by all present.	
TQPJ22/016	To consider advance publicity and to make recommendation to Full Council as necessary.	One large banner was required for the Berryfields/Fields Road roundabout and SO agreed to design/source this and design posters for noticeboards and social media.	SO to take forward.
TQPJ22/017	To consider all insurance requirements (including any possible additions to the current policy) and to make recommendation to Full Council as necessary.	JW agreed to source first aiders to attend the event.	JW to take forward.

Meeting closed at 7.42pm.

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