



WOOTTON PARISH COUNCIL



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Minutes of **The Queen's Platinum Jubilee 2022 Working Group** meeting held on Wednesday 27th April 2022 at 8pm 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), Keith Randell (KR – parish councillor) and Mark Atkins (MA). In attendance: John Wheeler (HW – parish councillor). JW is also the Borough Councillor for Wootton.		
Absent (no apologies received)	Justin Lennox (JL – parish councillor).		
Agenda no	Agenda item title	Resolution	Action
TQPJ22/018	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.
TQPJ22/019	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.
TQPJ22/020	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.		
TQPJ22/021	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 6th April 2022.	Resolved to receive and adopt. Proposed: JN. Seconded: KR. Resolved by all present.	SP to keep on file.
TQPJ22/022	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> • Col Colin Mason OBE, Former Vice Lord-Lieutenant of Bedfordshire has been asked to light the brazier/beacon. • GB and JC would source firewood. • Helliwell's would move the beacon and install on 31st May 2022. • JW had requested Goodmans supply Heras fencing to secure the area. Helliwell's would be asked to transport the same to the recreation ground. • KR would source a suitable ladder to help load the brazier/beacon with firewood. • NH would store the brazier/beacon after the event. <u>Food/Drink Provision</u> • Dave's Snax and Ice Cream Joe were booked to attend. • JW confirmed an alcohol/entertainments licence had been applied for. <u>Generator</u> • No further update received regarding the generator's Kw usage. <u>Live Music/Acts</u> • No further update received.	All to take forward.

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		<u>Lorry</u> • D&G Noble Ltd were kindly providing the lorry on the day, before 6pm. If a driver were needed, the parish council would cover costings. SP in her absence was asked to ensure the parish council's insurance would cover performers on a high stage (since confirmed performers must have their own insurances). <u>Portable Toilets</u> • Helliwell's were providing portable toilets for the event. <u>Other</u> • JW had booked two refuse bins.	
TQPJ22/023	To consider advance publicity and to make recommendation to Full Council as necessary.	<u>General</u> • SO had sourced a large advertising banner, which had been displayed near the pedestrian crossing on Fields Road (close to the Fields Road/Berryfields roundabout). Publicity information had been added to social media.	All to note.
TQPJ22/024	To consider all insurance requirements (including any possible additions to the current policy) and to make recommendation to Full Council as necessary.	<u>General</u> • JW had sourced first aiders to attend the event.	JW to take forward.

Meeting closed at 8.10pm.