

BOSTON SPA PARISH COUNCIL

The Village Hall, 199 High Street, Boston Spa LS23 6AA

Tel: 07864 649565 Email: clerk@bostonspapc.org.uk www.bostonspapc.org.uk

Present: Cllr E Alderson, M Heum, D Taylor.

Apologies: Cllrs A Watts, G Bowen and S Courts.

In Attendance: D Marshall (Clerk to the Council)

Guests: None.

There were no members of the public in attendance.

001/25	To elect a Chairman of the Events Committee for 2025-26 Municipal year	
	Cllr Heum proposed Cllr E Alderson, seconded by Cllr Taylor	
	Resolved: With no further nominations, Cllr E Alderson was elected as Chairman.	
002/25	To elect a Vice Chairman of the Events Committee for 2025-26 Municipal year	
	Cllr Alderson proposed Cllr Watts, seconded by Cllr Heum.	
	Resolved: With no further nominations, Cllr Watts was elected as Vice Chairman.	
003/25	To accept apologies for absence and approve reasons for absence	
	Apologies had been received from Cllrs Bowen, Watts and Courts.	
	Resolved: That the apologies and reasons for absence be accepted.	
004/25	To note declarations of interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests (DPI) in the business to be transacted at this meeting	
	None.	
005/25	To confirm the Minutes of the meeting held on 3rd April 2025	
	Resolved: That the minutes of the meeting held on 3 rd April 2025 be approved as a true and accurate record.	
006/25	Summer Event	
	i.	To receive an update on food
		Cllr Taylor confirmed that WiSE will serve bacon sandwiches and hot drinks from 9am to midday. The Clerk said she would ask Yorkshire Dales Ice Cream if they would sell hot drinks from midday onwards. There is currently no food vendor from midday. The Clerk said she would contact JRM Catering. Cllr Alderson said she would consult Jeff Newton as to whether street food would be served by the High Street businesses.
	ii.	To receive an update on first aid cover
		Cllr Heum reported that the first aider would cover from 9am until 6pm if refreshments could be provided. It was agreed that a total of £100 would be an appropriate fee to cover the additional cost of refreshments.
	iii.	To receive an update on Children's DJ/Disco/Dancing Performers
		Cllr Alderson said that the street performers were available and that they had requested the use of the PA system. It was agreed that Cllr Blake would be consulted on its set up and battery charge time. Cllr Alderson said she would obtain the invoice from DNA Kids for the children's disco. Power is required and it was agreed that the tennis club would be asked if they could give access to their sockets.
	iv.	To consider event marketing/promotion and consider any printing costs
		Cllr Alderson said she was in the process of designing a poster. It was agreed these should be professionally printed and that £50 would be an appropriate amount.
	v.	To receive an update on Primary School stalls

		The PTAs have yet to give a firm confirmation of attendance or type of stalls. Cllr Heum said she would contact the churches to ask whether they would like to provide a stall. Cllr Taylor said the Rotary would like to host a stall. The Clerk said she would complete the LCC Events form and advise the police of the festival date and time.
007/25	Christmas Event	
	i.	To receive any updates from High Street retailers
		Cllr Alderson said there had been no further feedback.
	ii.	To receive an update on the Christmas tree
		Cllr Watts had sent apologies. Cllr Blake said he had consulted Leeds Lights as to how the power supply could be run to the tree.
	iii.	To receive an update on all other activities/vendors for the event (All)
		The Clerk said she would chase up the reindeer and food vendors.
008/24	To agree a date for the next meeting of the Events Committee	
	Resolved: That the next meeting of the Events Committee will take place on Tuesday 10 th June at 7pm. This will commence at Stables Lane Park with the meeting following afterwards at 7.30pm at the Village Hall.	

ACTIONS

	January 2025	
011/24	Contact PTA's regarding cake stalls, tombola etc	Cllr Courts
	February	
018/24i	Investigate frame for Christmas tree	Cllrs Watts & Clerk
018/24v	Request elf knitters from community groups and in e-newsletter	Cllr Heum
018/24vi	Contact reindeer provider and chestnut and jacket potato vendor	D Marshall
	April	
024/24iv	Book Children's DJ	Cllr Alderson
024/24ix	Draft poster and social media assets for summer events	Cllr Alderson
	May	
06/25iii	Consult Cllr Blake regarding PA system	Cllr Alderson
06/25v	Contact Churches with offer of stall/involvement	Cllr Heum

Signed_____ Date_____