

## BOSTON SPA PARISH COUNCIL

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

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Minutes of the Events Committee Meeting held on Wednesday 25th June 2025 in the Café Area at the Village Hall, Boston Spa at 7.00pm.

**Present:** Cllr E Alderson, M Heum, D Taylor, S Courts.

**Apologies:** Cllr A Watts and G Bowen.

**In Attendance:** Deborah Marshall (Clerk)

**Guests:** None.

There were no members of the public in attendance.

## MINUTES

<b>015/25</b>	<b>To accept apologies for absence and approve reasons for absence</b>
	Apologies had been received from Cllrs Watts and Bowen.
	<b>Resolved:</b> That the apologies and reasons for absence be accepted.
<b>016/25</b>	<b>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</b>
	None.
<b>017/25</b>	<b>To confirm the Minutes of the meeting held on 10<sup>th</sup> June 2025</b>
	<b>Resolved:</b> That the Minutes of the meeting held on 10 <sup>th</sup> June 2025 be approved as a true and accurate record.
<b>018/25</b>	<b>Summer Event</b>
	<b>i. To receive an update on stall holders</b>
	St Mary's, St Edward's and Primrose Lane PTAs have all now confirmed stalls. Cllr Taylor said he would ask the Rotary Club to provide the donation buckets.
	<b>ii. To receive an update on music/performers and approve any costs</b>
	SALT have contacted Forget Me Not Children's Hospice who should be able to provide children's entertainment between 10am and 2pm. A donation of £600 was proposed.
	<b>Resolved:</b> That a donation of £600 be approved for Forget Me Not children's hospice.
	<b>iii. To approve the poster and any associated promotional materials</b>
	Cllr E Alderson circulated the artwork for the poster. Final changes were made to include event timings. It was agreed that poster sizes A3, A4 and A5 would be created for different locations around the village.
	<b>Resolved:</b> That the poster artwork be approved and the Clerk to arrange print.
	<b>iv. To finalise the site layout and plan</b>
	The plan was circulated and discussed during the meeting.
	<b>Resolved:</b> That the site plan be approved.
	<b>v. To finalise the volunteer rota and allocate responsibilities</b>
	Cllr Taylor circulated the rota with Rotary Club volunteers included. Cllrs Blake and K Alderson had also confirmed their availability. The rota was completed at the meeting.
	<b>Resolved:</b> That the volunteer rota be approved.

<b>019/25</b>	<b>To agree a date for the next meeting of the Events Committee</b>	
	<b>Resolved:</b> That the next meeting of the Events Committee will take place on Wednesday 23 <sup>rd</sup> July at 7pm in the Café Area at Boston Spa Village Hall.	
<b>Closure</b>	<b>With no further business the Chairman declared the meeting closed at 20:12</b>	

Signed\_\_\_\_\_ Date\_\_\_\_\_