

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 17th June 2026 in the Wharfe Room at the Village Hall, Boston Spa at 7.30pm.

Present: Cllr A Watts, M Heum, D Taylor, S Courts.

Apologies: Cllr G Bowen.

Absent: Cllr A Brown.

In Attendance: Deborah Marshall (Clerk)

Guests: A member of the Friends of St Mary's School (FOSM)

MINUTES

010/26	To accept apologies for absence and approve reasons for absence	
	Apologies had been received from Cllr Bowen.	
	Resolved: That the apologies and reasons for absence be accepted.	
011/26	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.	
012/26	Public Open Forum	
	There were no members of the public in attendance.	
013/26	To confirm the Minutes of the Events Committee meeting held on 3rd June 2026	
	Resolved: That the minutes from the 3 rd June 2026 Events Committee meeting be approved as a true and accurate record.	
014/26	Summer Event	
	i	To receive an update on the St Mary's Fun Run
		A representative from FOSM was in attendance. The run will now be one mile in length, commencing at St Mary's School at 10.30am with a warmup. The run is now being aimed at younger children and laps of Stables Lane Park will be undertaken with various activities along the route.
		Resolved: That the update and the new route be approved.
	ii	To receive an update on music/dance events and approve any costs/donations
		Just for Fun Theatre Group has confirmed its attendance as have Lofthouse Brass Band and the Brass Brigade. Lofthouse has requested a fee of £200. It was agreed that a donation of £200 would also be given to the Brass Brigade. Body of Persons licence (BOPA) Exemption Licences will be required from the Just for Fun Theatre Group and the Brass Brigade. The forms have been provided to both organisations for their completion.
		Resolved: That the updates be welcomed and £200 each be paid to Lofthouse BB and The Brass Brigade.
	iii	To receive an update on community organisation stalls and food vendors
		Yorkshire Dales Ice Cream has been asked to provide hot drinks. Living Potential has confirmed its attendance and its stand will be positioned next to the Rotary. Further food vendors are needed. Cllr Watts proposed that she contact all those on the list provided by Ossett Brewery to offer pitches at a fee of £25+VAT.
		Resolved: That Cllr Watts contact additional food vendors. Pitch fee is £25+VAT.

	iv	To consider the site plan
		The committee met at Stables Lane Park to undertake a site walk-round. A site plan was drawn up, much in line with the layout of previous years. It was agreed that the spaces on the overflow car park would be needed and that G Baxter be asked to trim the area on their next visit.
		Resolved: That the site plan be approved and the overflow car park be trimmed.
	v	To consider a volunteer rota
		Councillors were allocated slots on the volunteer rota. Cllr Taylor said he would speak with the Rotary Club, FOSL and the Rubbish Group to obtain additional volunteers to fill vacant slots.
		Resolved: That the rota be approved with further volunteers be added.
015/26	To consider any correspondence received	
	None.	
016/26	To confirm a date for the next meeting	
	Resolved: That the next meeting of the Events Committee will take place on Thursday 2 nd July at 7pm.	
Closure	The Chairman declared the meeting closed at 20:22	