



MINUTES of a **Meeting** of the **Queen's Platinum Jubilee Working Group** held on **Tuesday 12th April 2022** at **19:30**, via Zoom.

Present Mrs Sallie Baker, Chair (Winterton Hall Management Committee); Cllr. Sophie Capsey; Cllr. Doug Brown; Mrs Emma Pearce (IFRA/PAKSA/Guides); Mrs Jane Price (Durfold Wood Residents Association); Mrs Bev Weddell (Winterton Hall Management Committee); and Catherine Nutting (Clerk & RFO)

Apologies Sara Burrell (History Society); Mrs Janice Taylor (Kirdford with Plaistow and Ifold Church); Mrs Nicola Holben (Plaistow Preschool); Cllr. Jerusha Glavin and Cllr. David Ribbens (Scouts and Guides representative)

1. **Apologies for absence & housekeeping including electing a Working Group Chair**

Apologies were received and noted. Angela Jeffery's resignation was noted, and the Working Group elected Sallie Baker as the new Chair.

2. **Declaration of interests by Working Group members in matters on the Agenda**

The meeting was advised that any member of the Working Group with either a financial interest or other interest in a matter on the agenda, which could give rise to a conflict of interest, must declare it.

None declared.

3. **Minutes**

The Working Group approved the Minutes of the meeting held on 31st March 2022 with one correction, Cllr. Capsey gave advance apologies.

Action:
Clerk

4. **General updates & actions**

Beacon event, 2nd June

- The beacon is being made.
- **Plaistow Village Trust (PVT)** will set, fill, and light the beacon.

Action:
See
names
in bold
type

Community picnic, 5th June

- The marquee is booked; arrival at 10am and removal at 5pm
- 25 classic vehicles have signed up to take part. **Emma Pearce** to liaise with IFRA to finalise timings for Kelsey Hall event to ensure 25 classic cars

can drive around Ifold and arrive/park on the Green (last car) in advance of the church service.

- **Emma Pearce** will ask if IFRA can help to organise the vehicles on the Plaistow green.
- **Sallie Baker** and **Emma Pearce** to identify 4 – 6 volunteers to help marshal the classic car convoy at key junctions along Plaistow Road.
- Julie Walters is yet to advise on her schedule. **Sallie Baker** to find out her preferred timescales e.g., arrival and departure.
- The horses have withdrawn from the event for health and safety reasons.
- The band Orange are booked and are flexible on set times / repertoire. Power requirements still outstanding. **Emma Pearce** to liaise with Orange regarding public participation 'sing along' patriotic favourites such as 'Jerusalem', 'Royal Britannia' and the National Anthem at 5pm.
- **Sallie Baker** to issue 'volunteer call out' for help on the day e.g., bar / help in advance e.g., erect marquees on 4th June.
- Two card payment readers are required for the bar and cakes.
- The bar requires 2-3 people serving at any time, for 1 – 1 ½ hour shifts.
- **Bev Weddell** to produce timetable posters.
- **Sophie Capsey** to liaise with bouncy castle company.

5. **Community Picnic Event – 5th June - day timetable**

10am	Marquee arrival Arrival of contractors (street food/first aid/band)
10am – 11:30	Kelsey Hall morning event
12 noon – 12:15	Classic cars arrive
12:30 – 13:00	Church service
13:00	Arrival of guest of honour Guides / Scouts in uniform VIP area - cake & table service for champagne - announced by Town Crier

	Judging of fancy dress competition Tree Through Time dedication
14:00 – 14:15 <i>(14:30 – 14:45)</i>	Handbell Ringers first set <i>Handbell Ringers second set)</i> Winterton Hall refreshments available (until 17:00)
14:15 – 15:15	Band first set
15:15 – 15:45	Quiz
16:00 – 16:45	Band second set
16:45 – 17:00	Public participation ‘sing along’ finale, led by band
Ongoing throughout the day Town Crier to announce timings / remind people about events	Bar Flower display (in church) History display (in church) Find the Corgi competition

Beacon event, 2nd June

20:30 – arrival on Plaistow Village Green; refreshments available and community singing.

21:20 – Proclamation

21:30 – Lighting of the Beacon

6. Fundraising

The meeting agreed to defer to another meeting where there is more time to discuss this matter properly.

Action:
Clerk

7. Other matters

A meeting is required to discuss volunteer roles and prearrangements / job allocation on the day/day before.

Action:
Clerk

8. Date of next meeting

Action:

The next meetings will take place as follows: -

Clerk

SITE MEETING - Saturday 23rd April 2022, 14:00 on Plaistow Village Green

Tuesday 26th April 2022, 19:30 via Zoom

There being no further business, the meeting concluded at 21:39

