

PADSTOW TOWN COUNCIL: 29 MARCH 2022

AGENDA ITEM 13: QUEEN'S JUBILEE CELEBRATIONS UPDATE

1. Update

- 1.1 Following further meetings in this matter, involving Councillors Mrs Dawe and Mrs Walter the following is the "final" schedule.

Thursday 2 June: Senior Citizens Cream Tea and Hat Competition

Venue: Padstow Social Club

Update: Councillor Dawe has spoken with relevant people who confirmed pleased for this to take place. Need to confirm that Tesco can provide cream teas for. Letter to be sent to advise of competition. Prizes have been purchased. Councillors required to "serve"

Thursday 2 June: Beacon Lighting (9.15 pm runs for about an hour)

Venues: i) Trevone Village Green and ii) War Memorial Stile Field

Update: Orders placed for beacons, Gas Shack confirmed their involvement in this regard for both. In progress of sorting insurance and first aid cover. Song sheets (God Save the Queen) to be printed to hand out.

Friday 3 June: Shop Window Competition

No requirement to enter if window is decorated will be judged.

Update: Notice being drafted to share so all know about competition. Prize to be purchased (hamper/rosette), 3 Councillors to form judging panel

[NB: Toast: There was confusion on this point previously reported. There is no formal toast therefore, this is no longer required.]

Saturday 4 June: Wheal Jubilee Fun Day and Children's Fancy Dress Competition

From 1 pm to 5 pm at Wheal Jubilee Parc. Working with volunteers will involve music, games, crafts, food/drink and places to picnic. Once insurance and first aid cover sorted will provide full schedule to share with our community. Community being asked to provide their coronation photos so we can share on the day. Competition prizes to be bought. Need Councillors to sign up to help on the day.

2. Other Things the Council is progressing

- 2.1
- i) Jubilee bench being refurbished
 - ii) Jubilee Field to be tidied and gate being repainted
 - iii) Lighting up of Victoria Monument on 2 June (Ian Dawe Electrician)
 - iv) Queen's Green Canopy – Council's tree inspector to undertake site visit (May) to ascertain best site for this (NB: won't be planted until later in the year)

3. Health and Safety/Insurance

- 2.1 The Town Clerk and Council Support Officer have had an initial conversation with our H&S advisor and insurers in this regard. It has been advised that Event Insurance will be required, covering all aspects of the celebrations and risk assessments drawn up. Particular attention being drawn to the beacon lighting events and family day at Wheal Jubilee Parc. Our H&S advisor also confirmed that other groups/organisations cannot be under the "umbrella" of the Town Council, anyone invited on Council land to undertake any aspect of the celebrations will need to provide their own risk assessments etc. This can be taken forward with advice from our H&S advisor throughout.

4. Other Items Aware of Taking Place

- 4.1
- i) Children's Disco – Social Club – Friday 3 June
 - ii) Well Parc – Fun Day
 - iii) Prideaux Place – Fun Day

5. Councillor Volunteers

- 5.1 Both Councillors Mrs Dawe and Mrs Walter have stressed the need for Councillors to volunteer to help to ensure each event is a success. Active involvement needed, especially to serve the cream teas, have a "point of contact" for each of the Beacon Events, volunteers on Fun Day to undertake various tasks (TBC) and judging for shop window. Councillors are urged to contact the office to put their names forward.

6. Community Awareness

- 6.1 More detail is needed in firming up proposals and then need to ensure our community is aware and engaged. Office team are working on this already in preparation which will be done via our social media platforms, website, flyers and word of mouth.

7. Budget

- 7.1 From April 2022 a budget of £10,000 is available for Community Events, this is for the year.

8. Way Forward

- 8.1 Continue to push forward with plans as outlined, ensuring at all times H&S adhered to, our insurers happy etc. The ESD allows for delegated decision making to avoid delay.