**DRAFT MINUTES OF A MEETING OF THE EVENTS COMMITTEE HELD ON**

**WEDNESDAY 20 March 2024 AT 5.30PM AT BROCKENHURST VILLAGE HALL**

**Present**: Cllr Paul Pearse Chairman (PP) Cllr Richard Wolstenholme(RW)

 Cllr J Korbey (JK) Steve Wilkes (SW)

 Di Fletcher (DF) Bronya Szatkowska (BS) Sue Jory (SJ) David Bennett (DB)

 Philip Dinn (PD) Jane Bunker (Woodpeckers)

 Rebekah Donawa (RD) Janet Ward

 (Head of Marketing Brockenhurst College)

 Celia Jowett Assistant Parish Clerk (AC)

**24/17 Apologies for absence:**  Liz Dodwell, Evelyn Bartlett, Elaine Blachford, Krys Yates (KY)

**24/18 Declarations of Interest:** None

**24/19 Minutes of last meeting:** The minutes of the meeting held on 21 February 2024were signed as a correct record.

**24/20 Update on the 80th Anniversary of D-Day Saturday 1 June 2024**

The action points agreed during the meeting of 21 February were reviewed.

Brockenhurst College

RD confirmed that BrockFest would take place on 1 June 2024 until 4pm. 4000 had expressed interest.1500 had attended the event last year.

No parking would be available at the College.

Brookley Road Entertainment

Application to close Brookley Road made on 13 March 2024. Awaiting confirmation.

AC has enquired about the need for entertainment licences:

Friday Girls. AC will check if Friday Girls can do a set on Brookley Road and one at the Football Club.

Vintage Car Display. SW has confirmation of attendance from 14 cars.

Tractors -JK has got 2 tractors which can be there.They could go to the Football Club. The jeep will be there.

Brockenhurst Business Association (BBA) Window displays will probably be exhibited for the week before and after D-Day ie for 2 weeks from May half term holiday until 6 June2024.

History Boards. There will be 2 about Civilian Life and 1 on military life. DB has 3 easels for use. Need to check number of frames

Walking Tour Leaflets - It was agreed to print 1500 copies.

Cost - £105.

Blue Plaques - these will not be produced for the D-Day Commemoration.

Union Jack flags to be hung up along Brookley road by the fire service. AC will contact fire service and check that there is no cost.

24/21 **Marketing**

Posters/flyers etc will be left at the campsites and shops. Notices will be put in the Lymington Times.

Publicity will start from now.

BS will forward the logo to SW who will incorporate it into laminated notices for the vintage cars.

**24/22 Carparking**

AC will ask NFDC whether free parking will be available in Brockenhurst carpark.

**24/23 Beacon**

To be discussed at the next meeting.

**24/25 Music at Football Club**

Afternoon schedule needs to be agreed. The Big Band should be at 3pm with Jitterbug Jive (they bring their own dance floor). Encourage audience participation. Bish Bash Bosh also booked.

Friday Girls (AC) and Shining Lights (KY) to be arranged

AC will check the provision of a PA.

**24/26 Marshalls and Attendants**

AC will check availability of Brockenhurst Council members.

**24/27 Signage**

Signage to DDay80 and Bockfest will need to be clear and finalised.

PP will contact Phil Dominee.(?)

**24/28 Current Costs**

**£5000 for D-Day Celebrations**.

The AC noted that current costs have reached £ These include at 21 February:

Toilets: £876.

Road Closure: £160

Fifinellas: £300

History Boards £146 (3@£48)

Printing Costs of

1500 £105

Bish Bash Bosh £250

Jitterbug Jive £200

New Forest Big Band £300

Trio ? ??

Marquees ??

Inflatable ??

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 £2177 –

Plus

 Miscellaneous

 Football Club expenditure.

Inflatable

24/29

**Christmas Fun Evening 2024**

Not discussed

**24/30 Date of Next Meeting:** 17 April 2024 at 5.30pm in the Craft Room at the Village Hall.

A further meeting on 15 May 2024 at 5.30pm in the Craft Room at the Village Hall.A provisional extra meeting, if necessary, on 29 May at 5.30pm in the Craft Room at the Village Hall.

**ACTION POINTS**

AC to check booking of Friday Girls.

AC to check how many frames we have for history boards.

AC to arrange printing of walking tour leaflets.

AC to contact fire service re hanging flags.

AC/RW to send a letter to Brockenhurst businesses re window displays.

Marketing: Start now- flyers. Adverts.

Free Car parking:AC to contact NFDC,

BS to contact music performers at Football Club and send out booking forms.

AC to establish availability of Councillors on 1 June 2024.

BS to provide logo to SW.

AC to check provision of PA.

AC to clarify signage and logistics.

KY to liaise with John Littlewood and Shining Lights.

 The meeting finished at 18:35pm

Signed:

Date:

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