

**DRAFT MINUTES OF A MEETING OF THE EVENTS COMMITTEE HELD ON  
WEDNESDAY 10 April 2024 AT 5.30PM AT BROCKENHURST VILLAGE HALL**

**Present:** Cllr Richard Wolstenholme Chairman(RW)  
Cllr Pete Wales (PW)  
Cllr Russell Horne (RH)

Steve Wilkes (SW)  
Di Fletcher (DF)  
Bronya Szatkowska (BS)  
Janet Ward (JW)  
Evelyn Bartlett

Celia Jowett

Assistant Parish Clerk (AC)

**24/31 Apologies for absence:** Councillor Paul Pearse, Councillor John Korby, Liz Dodwell, Krys Yates, Sue Jory, David Bennett, Rebekah Donawa, Philip Dinn

**24/32 Declarations of Interest:** None

**24/33 Minutes of last meeting:** The minutes of the meeting held on 20 March 2024 were signed as a correct record.

**24/34 Update on the 80<sup>th</sup> Anniversary of D-Day Saturday 1 June 2024**

The action points agreed during the meeting of 20 March were reviewed.

Brookley Road Entertainment

The Friday Girls were allocated the slot during the Fifinella's break - 12'15 until 12.45pm, to be confirmed.

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

The road will probably be opening from 2.30pm. SW will co-ordinate vacating of vintage cars, He will have the mobile numbers of all the owners. They can then be driven to the Football Club if so desired.

Vintage Car Display. SW has confirmation from 18 cars but estimates 15 will attend including 2 jeeps. He will position the cars to allow ambulance access. Cones will be put out about 9.30 am to prevent other vehicles from obstructing road. Alan Bartlett will help.

Tractors. JK has got 2 tractors from Young Farmers which could go to the Football Club

Marshalls

RW has put a call out ascertaining who is available. 8 are needed in total to work in 2hr30 min slots.

Peter and Vicky Wales will volunteer;

Russell Horne and friend.

4 more needed.

The marshalls and BS will have the office walkie-talkies.

The gazebo will be at the Pot Pourri end.

Brockenhurst Business Association (BBA) Window displays can be exhibited from 28 May until 10 June 2024. Inform businesses.

"International Stores" banner is missing. RW will make enquiries of BBA and Corbin Flowers

Health and Safety. There should be a nominated first aider.

History Boards. DB has 3 easels for use. Parish Council has 2 frames.

Walking Tour Leaflets - It has been agreed to print 1500 copies.,

David Bennet will organise the printing of the leaflets and History Boards himself.

Union Jack flags. AC will check the procedure for the application to Hampshire County Council for hanging flags along the road before a decision is made. They cost £5.40 each. 20 will be needed as BPC's collection are damaged. £7.50 for a commemorative D-Day80 flag.

BPC has a bag of bunting in the office

Public Address System. BPC will use the Royal British Legion's system.

#### **24/35 Publicity and Advertising**

Posters/flyers etc will be left at the campsites and shops. Flyers will be handed out by the marshalls on Brookley Road. BSS will arrange printing.

BS will put press release in the Lymington Times for 3 weeks. BS will produce a graphic.

It will also go in the Waterside Herald.

#### **24/36 Carparking**

AC has asked NFDC whether free parking available in Brockenhurst carpark. Awaiting reply.

AC will ask the Village Hall if parking will be available there. Could Krys Yates from Brockenhurst Primary School ask if the school could allow parking. It could be a fund raiser.

#### **24/37 Beacon**

No beacon to be erected. A church service will be held in the Memorial Garden during the morning of 6 June,

#### **24/38 Music at Football Club**

BS will manage the events at the Football Club. She will distribute a site plan and schedule.

Provisional Afternoon schedule:

Jitterbugs	2pm
Big Band	3pm
The Friday Girls	4pm?
Bish Bash Bosh	6pm
Shining Lights	?
Aphrodite singers	?

BS is waiting to hear from Aphrodite Singers  
Still waiting to hear from Shining Lights.

#### **24/39 Stalls at the Football Club**

AC will ensure all stall holders have received booking form. Stallholders need to bring their own gazebo and pegs, ropes etc. The Football Club will help to put them up if necessary. The WI need to have their stall in a waterproof place

i.e. the marquee but BS will plan their location in advance. The Football Club may lend out "pop-ups" if available.

AC has emailed several Brockenhurst societies and associations but no replies et.

The football club may run "Beat the Goalie"

The inflatable has been booked. AC has contacted Brock Ice but no reply yet.

**24/40 Entrance to Football Club.**

The Fibbards Road entrance should be open.

**24/41 Signage**

Signage from Brookley Road to Football Club will be needed. Road closure signs could be amended. A plastic banner and bunting could be used at the Football Club.

**24/42 Current Costs**

**£5000 budget for D-Day Commemoration.**

The AC noted that current costs have reached £ 2477 plus unknowns. These include at 10 April:

Toilets:	£876.
Road Closure:	NA
Fifinellas:	£300
24/History Boards	£146 (3@£48)
Printing Costs of	
1500	£105
Bish Bash Bosh	£250
Jitterbug Jive	£200
New Forest Big Band	£300
Aphrodite Singers	? ??
Marquees	£300
Inflatable	??

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£2477 –

Plus

Miscellaneous  
Football Club expenditure.  
Inflatable  
Advertising  
Road Signage  
Flags and licence

### **24/43 Memorial Soldier**

This will be placed at the Memorial Garden when the flag is erected before 6 Jun. RW will organise this

### **24/44**

### **Christmas Fun Evening 2024**

Not discussed

### **ACTION POINTS**

- David Bennett to arrange printing of walking tour leaflets and History Boards. Own clip boards to be lent to PC. All items to be dropped off to PC office.
- BS to contact Lymington Times and Waterside Gazette with press releases.
- BS to arrange printing of flyers and posters.
- Free Car parking: AC to contact NFDC and village hall
- BS to contact music performers at Football Club and sort out running order.
- RW to organise marshalls of Brookley Road Councillors on 1 June 2024.
- BS to provide logo to SW.
- JW to provide Royal British Legion's PA system.
- BS to look at signage and banners.
- RW to try to find International Stores banner.
- PW to liaise with Parish Council whether to apply for licence to hang up flags or decorate shops with Union Jack bunting.  
RW to clarify signage and logistics.
- AC to ensure all booking forms sent out to stall holders and performers.
- Krys Yates to liaise with John Littlewood and Shining Lights and enquire about parking at Brockenhurst School.

### **24/45 Date of Next Meeting:**

A further meeting on 14th May 2024 at 5.30pm in the Craft Room at the Village Hall.

The meeting finished at 18:45pm

Signed:

Date: