



The Ordinary meeting of the Parish Council will be held on Monday 10th March 2025 at 7pm at Rampton Village Hall.

Members and Officers present:

Councillors: G Dinsdale (chair), A Goodman, L Dinsdale, S Hemshall, A Bland, A Rostron

District Councillor: S Richardson,

County Councillor: E Griffin (nominated conservative County Councillor for the upcoming elections)

Members of the Public: 3

318. **Lottery Draw**

74, 68, 88, 112, 84, 87

319. **Apologies**

CLlr B Ingamells - noted

CLlr L Cobb – noted

320. **Declarations of Interest**

CLlr(s) L Dinsdale in relation to any matters of Rampton Hospital / NHS

CLlr G Dinsdale as District Councillor / member of the BDC planning committee

CLlr S Hemshall in relation to any matters relating to the village hall, including motions H & I.

All other declared registerable interests can be found on Bassetlaw District Councils website:

<https://data.bassetlaw.gov.uk/parish-councillors-register-of-interests/>

321. **Welcome and Session open to the public**

The Chairman opens the meeting and welcomes all.

A resident enquires about the Parish Councils position in relation to the closure of Torksey Viaduct pathway.

Chairman Dinsdale advises council should they wish to propose a future motion on the matter, to do so.

322. **District and County Councillor Reports**

The District Councillor reports on their current priorities in the area including the BESS planning application.

District CLlr E Griffin introduces themselves as the ratified conservative County Councillor for the upcoming elections, taking over the role from CLlr J Ogle.

*Note: please contact your district or county councillors direct for further information on any of the topics reported.*

323. **Minutes and updates from previous meetings.**

a) It is **resolved** that the minutes of the previous meetings were taken as read and signed by the Chairman as an accurate record of proceedings.

Mrs. Claire Challener – Proper Officer and Responsible Finance Officer, Tel. 07471 877504

e-mail: [clerk@ramptonandwoodbeck-pc.gov.uk](mailto:clerk@ramptonandwoodbeck-pc.gov.uk) Website: <https://www.ramptonandwoodbeck-pc.gov.uk>

Circulation: C. CLlr J Ogle, D. CLlr A Coultate, Chair G Dinsdale ,Vice L Cobb CLlrs: L Dinsdale, A Goodman S Hemshall, B Ingamells, A Bland, A Rostron.

Signed \_\_\_\_\_

Date \_\_\_\_\_



- b) The update on the Table Tennis Tables being removed from the Village Hall is adjourned for discussion.
- c) Cllr L Dinsdale will create some marketing literature advertising the Parish Lottery.

324. **Planning applications, determinations, and consultations**

- a) It is determined not to lodge a consultation response for the North Humber to High Marnham National Grid consultation.
- b) 25/00202/FUL Retrospective Application for New Dwelling and Garage (Not Built in Accordance with P.A. 22/01208/FUL) Green Ivy Greenside Rampton Nottinghamshire DN22 0HY – No comment.

Cllr L Dinsdale gives an update on the BESS planning application in respect of Rampton Hospitals position.

325. **Councillor Reports and Items raised.**

- a) Following cracks reappearing in the render to both gables of the Village Hall it is agreed to monitor the issues and review again in September. Proposed by Cllr A Goodman. Powers: Local Government (Miscellaneous Provisions) Act 1976 s.19 Local Government Act 1972, s.133
- b) **ADJOURNED:** Following the historic motion to fund a reflection/peace garden at Woodbeck and the area no longer being deemed suitable for such, to determine reallocating the money (CIL £4.2K) to other projects in Woodbeck which could include the re-siting of a gazebo and replacement playpark items or other, yet to be costed. Proposed by Cllr L Cobb. Power: Public Health Act 1875, s.164 Local Government Act 1972 s14 ss27; Public Health Acts Amendments Acts 1890 s44; Open Spaces Act 1906 ss9 & 10; Local Government (Miscellaneous Provisions) Act 1976 s19; Commons Act 1899
- c) It is resolved to make representation at the planning committee for the BESS planning application when scheduled, Cllr S Hemshall is nominated as the councillor who will present the Parish Councils position on the matter. Power: Town and Country Planning Act 1990, Sched.1, para.8
- d) Following various historical issues with the boiler and more recent kerosene thefts from the oil tank, it is resolved to purchase x2 Erbauer Portable PTC Workshop Heater 2500W at £45 per heater plus x2 rcd adapters: Local Government (Miscellaneous Provisions) Act 1976 s.19 Local Government Act 1972, s.133
- e) Additional security measures for the oil storage tank are discussed, the police advise that the thieves are likely to be either European organised crime or travellers and are likely to come back. They advise that any measures put in place are unlikely to be a deterrent and should not increase the risk to members of the public. The replacement of oil tank with alternative means of heating are discussed and it is agreed to progress the matter. Councillors G Dinsdale and A Goodman agree to progress quotes and to make a recommendation back to council in May. Local Government (Miscellaneous Provisions) Act 1976 s.19 Local Government Act 1972, s.133T
- f) It is resolved to sell the ICB containers at a cost of £25 per unit previously used by the defunct Boiling Green society previously used for grounds maintenance. Proposed by Cllr A Bland, Power: Open Spaces Act 1906, ss.9 & 10
- g) **ADJOURNED:** The Rampton & Woodbeck Neighbourhood Plan was formally 'made' by Bassetlaw District Council following the referendum held on 6 May 2021, government guidance suggests that plans should be reviewed every 5 years to ensure they remain up to date with:
  - Local and National Planning Policy Changes – For example, if the Local Plan (set by the district or borough council) is updated, the Neighbourhood Plan should align with it.



- Community Needs & Development – Changes in housing demand, infrastructure, or environmental concerns may require updates.
  - New Evidence or Legislation – For instance, if national planning rules change, a review might be necessary. To ensure that the made policy continues to hold full weight in the planning decision making process, and aligns to new policies and community needs, the Parish Council to resolved to adopt the Neighbourhood Steering Committee Terms of Reference, to resolve to create a committee of the Parish Council and appoint 3 members of the council to the group. Proposed by Cllr L Cobb. Power: Localism Act 2011, Schedule 9; Town and Country Planning Act 1990, ss.61E-61Q, Schedule 4B; Planning and Compulsory Purchase Act 2004, s.38A
- h) It is determined not to hold a VE Day 80th Anniversary Event on the 8th May marking the historic sentiment of the occasion as the Rampton Entertainment Group will be holding an event on the Monday and the Church holding a service on the Sunday. It is agreed to waiver the hall hire fee for the event to support community engagement. Proposed by Cllr G Dinsdale. Power: Local Government Act 1972, s.145
- i) It is determined not to hold a Summer Event as the Rampton Entertainment Group are likely to be having several community events throughout the year. Power: Local Government Act 1972, s.145
- j) It is determined to purchase a smaller 13ft Spruce Christmas Trees from Hall Farm at Burton on Trent, at a cost of circa £130 per tree, £20 delivery and £20 removal. Proposed by Cllr A Bland. Power: Local Government Act 1972, s.144

326. Finance

The bank reconciliation for the month is reviewed and signed off by the council for the period.

Income for the Month:

Rental Income - Hall & Land £1,327.93

Expenditure for the Month:

|  |             |
|--|-------------|
| Direct Debit (VODAFONE LTD)            | £(13.50)    |
| Watson Fuels Oil - Village Hall        | £(1,023.12) |
| Clerk - COLES FIELD LOCK               | £(11.74)    |
| Various/ Stationery Clerk              | £(180.77)   |
| Village Hall - BIN BAGS                | £(11.00)    |
| Acer Landscapes Grass Cutting Contract | £(360.00)   |
| Acer Landscapes Grass Cutting Contract | £(68.00)    |
| Direct Debit (E.ON NEXT LTD)           | £(34.53)    |
| Direct Debit (E.ON NEXT LTD)           | £(41.88)    |
| Direct Debit (O2)                      | £(16.84)    |
| Service Charge Bank Charge             | £(6.00)     |
| Direct Debit (VODAFONE LTD)            | £(18.29)    |
| Keys x2 for Bowling Green              | £(20.28)    |
| Nalc NALC & Notts Alc Subs             | £(256.11)   |



|  |             |
|--|-------------|
| Cuttlefish Multimedia                  | £(14.15)    |
| VIA EAST MIDLANDS - Winter Salt        | £(120.00)   |
| Cuttlefish Multimedia                  | £(858.00)   |
| DN22 T&L                               | £(6,600.00) |
| DURHAMS GAS SERVICE                    | £(100.00)   |
| ACER LANDSCAPES Grass Cutting Contract | £(360.00)   |
| Acer Landscapes Grass Cutting Contract | £(68.00)    |
| (E.ON NEXT LTD)                        | £(35.86)    |
| (E.ON NEXT LTD)                        | £(238.85)   |
| (O2)                                   | £(16.84)    |
| (ANGLIAN WATER BUSI)                   | £(38.83)    |
| Royal Mail PO Box 3 months             | £(127.80)   |
| Service Charge Bank Charge             | £(6.00)     |

327. **Updates from the Working Groups**

No update from Cllr A Bland on the rewilding project at Coles Field.  
Cllr Bland & Cllr G Dinsdale to do a walk around and discuss options.

Cllr Hemshall reports that there has been some community interest in the Bowling Green on Pinder Park and will update as this progresses.

328. **Correspondence**

- NALC Newsletter
- Various other literature

329. **Date of the next meeting:**

The next Ordinary Meeting, Annual meeting of the Parish Council, and Annual Parish Meeting will be 10<sup>th</sup> May 2025 at 7pm.

330. **Confidential Business**

Under the Public Bodies (Admission to Meetings) Act 1960 it is resolved that in view of the confidential nature of the business about to be transacted, the press and the public be excluded for the remainder of the meeting.

Cllr A Goodman raises a H&S concern.

The chair reminds all members of the 'Golden Rules' advisory from Notts Alc.

The HR committee outcomes and recommendations are read.

Legal HR advice from Notts ALC is read.



The meeting closes.

## Proper Officer recommendations:

### **Motion: To consider next steps following cracks reappearing in the render to both gables of the Village Hall.**

Background: Cracks have reappeared in the render on both gables of the Village Hall despite previous repairs. This issue may indicate underlying structural concerns or inadequate past remedial work. Given the importance of the hall as a community asset, it is essential to assess the problem thoroughly and determine the most effective course of action.

Recommendation: Commission a Structural Survey – Engage a qualified structural engineer or building surveyor to inspect the damage and provide a detailed report on the cause of the cracks, potential risks, and recommended solutions.

Review Past Repairs – Obtain records of previous work carried out on the render to understand if there were any deficiencies in materials or workmanship.

Obtain Repair Quotes – Subject to the findings of the structural survey, seek at least three quotations from reputable contractors for remedial work, ensuring long-term durability.

Consider Funding Options – Assess budgetary implications and explore potential funding sources, such as grants or community fundraising, if significant repairs are required.

Monitor the Issue – If immediate repair is not deemed necessary, establish a schedule for monitoring the cracks to track any progression and reassess accordingly.

Engage with the Community – Keep residents and hall users informed of developments and planned actions to maintain transparency.

#### Legal & Financial Considerations:

The council has the authority to maintain and improve public buildings under the Local Government (Miscellaneous Provisions) Act 1976, s.19 and Local Government Act 1972, s.133.

The financial implications should be carefully evaluated, ensuring any expenditure aligns with budgetary constraints and best-value principles.

Next Steps: Approve the commissioning of a structural survey.

Delegate authority to the Clerk or a designated working group to seek quotations and report back at the next council meeting.

By following these steps, the council can ensure a well-informed and cost-effective approach to maintaining the Village Hall for community use.

**Motion: Following the historic motion to fund a reflection/peace garden at Woodbeck, and the area no longer being deemed suitable, to determine reallocating the money (£4,200 in CIL funds) to other projects in Woodbeck, which could include the re-siting of a gazebo and replacement playpark items, or other yet-to-be-costed options.**



Background: The original proposal to create a reflection/peace garden in Woodbeck is no longer viable due to site constraints. As the funding (£4,200) was allocated from the Community Infrastructure Levy (CIL), it is necessary to determine an alternative use for these funds within Woodbeck that aligns with community needs and the relevant statutory powers.

Recommendation: Confirm Eligible Project Options – Given that CIL funds must be used for infrastructure improvements that benefit the community, the following projects should be considered:

Re-siting of the existing gazebo to a more suitable location.

Replacement of playpark items to enhance local recreational facilities.

Other community-led suggestions, pending cost assessments and feasibility.

Consult the Community – Engage with Rampton & Woodbeck residents to gather feedback on their priorities for local improvements. This could be done via an online survey, a public consultation, or liaising with community groups.

Obtain Cost Estimates – Seek quotations for the proposed projects to determine their viability within the available budget.

Ensure Compliance with Funding Criteria – Confirm that the selected project(s) align with CIL regulations and the relevant statutory powers, including those under the Public Health Act 1875, Open Spaces Act 1906, and Local Government (Miscellaneous Provisions) Act 1976.

Decision & Implementation Plan – Based on community feedback and cost assessments, select the preferred project(s) and establish a timeline for implementation.

**ADJOURN UNTIL LATER PERIOD DUE TO CLLR ABSENCE AND OTHER PROJECT CONSIDERATIONS.**

Next Steps:

Approve a community consultation process to gauge public support for proposed alternatives.

Authorise the Clerk or a working group to obtain cost estimates for shortlisted projects.

Review findings and make a final decision at a future council meeting.

**Motion: To determine whether to make representation at the planning committee for the BESS (Battery Energy Storage System) planning application when scheduled and to assign the councillor who will present and the Parish Council's position on the matter.** Background: The BESS planning application is progressing to the planning committee stage. As a key local stakeholder, the Parish Council has the opportunity to make a formal representation, either in support, objection, or neutral with conditions. It is important to decide:

- Whether to send a representative.
- The position the Parish Council will take.
- Who will present on behalf of the council.

Recommendation:





Confirm the Parish Council's Position –The council should formally agree on whether to support, object, or take a neutral stance with suggested conditions and consultation responses.

Review Key Planning Considerations – Ensure that any representation is based on material planning grounds, such as:

- Impact on local infrastructure and environment.
- Safety, noise, and potential hazards.
- Visual and landscape effects.
- Compliance with local and national planning policies.

Assign a Representative – Nominate a councillor to attend the committee meeting and present the council's position concisely and effectively.

Prepare a Statement – Draft a clear, well-evidenced statement to be delivered at the meeting. This should be factual and focused on planning-related concerns or benefits.

Next Steps:

Confirm the date of the planning committee meeting.

Formally agree on the council's stance and assign a representative.

Draft and approve the statement to be presented.

By taking a structured approach, the Parish Council can ensure its views are clearly heard and considered in the decision-making process.

**Motion: Following various historical issues with the boiler and more recent kerosene thefts from the oil tank, to consider options presented and resolve to purchase temporary heating solutions, including quantities.**

Background: Due to ongoing issues with the boiler and recent thefts of kerosene, the council must find immediate solutions to ensure adequate heating for the Village Hall. Several heating options have been proposed, each with varying costs and specifications.

Heating Options:

Warm 4 Less Infra-red Panel Heaters

Price: £200-350 per heater

Pros: Energy-efficient and provides immediate warmth.

Cons: Higher upfront cost, may require installation.

Erbauer Portable PTC Workshop Heater (2500W)

Price: £45 per heater

Pros: Affordable and portable, suitable for quick heating.

Cons: Limited heating capacity for larger spaces.

De'Longhi Dragon-4 2.5kW Oil Filled Radiator – Digital

Price: £150 per radiator

Mrs. Claire Challener – Proper Officer and Responsible Finance Officer, Tel. 07471 877504

e-mail: [clerk@ramptonandwoodbeck-pc.gov.uk](mailto:clerk@ramptonandwoodbeck-pc.gov.uk) Website: <https://www.ramptonandwoodbeck-pc.gov.uk>

Circulation: C. Cllr J Ogle, D. Cllr A Coultate, Chair G Dinsdale ,Vice L Cobb Cllrs: L Dinsdale, A Goodman S Hemshall, B Ingamells, A Bland, A Rostron.



Pros: Effective for longer heating periods and retains heat well.

Cons: Slower to heat up initially.

Dimplex ML2CE 2kW Touch Screen Convector Heater

Price: £85 per heater

Pros: Easy to use with modern controls and quick heating.

Cons: Less efficient for prolonged use compared to oil-filled radiators.

Recommendation:

Assess Heating Needs – Determine the total heating requirement for the Village Hall based on size and typical usage patterns.

Select Preferred Options – Based on the assessment, consider a mix of heaters to balance cost and effectiveness. For example:

Purchase 2 Warm 4 Less Infra-red Panel Heaters for larger areas.

Purchase 4 Erbauer Portable PTC Workshop Heaters for flexibility.

Consider 2 De'Longhi Oil Filled Radiators for prolonged heating in specific areas.

Budget Consideration – Ensure that the total expenditure aligns with the council's budget, keeping in mind any potential savings from not needing to fuel the boiler.

Authorise Purchase – Once quantities and types are confirmed, authorize the Clerk to make the necessary purchases.

Next Steps:

Confirm the total number of heaters required for effective heating.

Review and approve the heating solution mix at the next council meeting.

Monitor heating effectiveness and reassess as necessary.

As this is not a budgeted item and the council have not set a balanced budget for the period 2025-2026, to council must consider how this is funded which may be from the reduction of other services, or other funding streams such as the lottery fund, fundraising increasing hall rental.

By implementing these temporary heating solutions, the council can ensure the Village Hall remains functional and comfortable for community use during this period.

**Motion: To consider additional security measures for the oil storage for the Village Hall and to evaluate quotes for works or replacement of the oil tank with alternative means of heating. Additionally, to delegate authority to a councillor to progress quotes and make a recommendation to the clerk, with quotes to be presented back to the council.** Background: Recent thefts of kerosene from the oil tank at the Village Hall have raised concerns regarding security and the reliability of the heating system. It is essential to explore options to enhance security for the oil storage and consider alternative heating solutions that may mitigate future risks.





Recommendation: Assess Current Security Measures – Review existing security for the oil storage area, including locks, fencing, and lighting, to identify any vulnerabilities.

Explore Additional Security Options – Consider implementing measures such as:

Installing a secure locking mechanism for the oil tank.

Adding motion-activated lights around the storage area.

Setting up CCTV cameras or other surveillance systems.

Evaluate Alternative Heating Solutions – Research and obtain quotes for replacing the oil tank with alternative heating options, such as: Air Source Solutions, Electric heating systems, Gas heating solutions, Biomass heating systems.

Delegate Authority – Assign a councillor to take the lead in progressing quotes for security measures and/or alternative heating solutions. This councillor will be responsible for:

Reaching out to contractors for initial quotes.

Reviewing proposals and making recommendations.

Reporting back to the council with findings and cost estimates.

Presentation of Quotes – Ensure all obtained quotes are presented to the council for review and decision-making at the next meeting.

Next Steps:

Confirm the councillor to be delegated authority for progressing quotes.

Develop a timeline for obtaining quotes and presenting them to the council.

Maintain communication with the council regarding findings and recommendations.

By proactively addressing security and heating concerns, the council can ensure the Village Hall remains safe and functional for community use while mitigating potential risks.

**Motion: To consider selling the ICB containers at a cost of £25 per unit, previously used by the defunct Bowling Green society for grounds maintenance.** Background: The ICB containers, previously utilized by the Bowling Green society for grounds maintenance, are no longer needed for council operations. Selling these containers can help declutter storage areas and generate some funds for the council.

Recommendation:

Confirm Condition and Quantity – Assess the condition of the ICB containers and confirm the total number available for sale.

Set Sale Price – Agree on the proposed sale price of £25 per unit, which is reasonable given their previous use and current condition.

Determine Sale Process – Outline the process for selling the containers, which may include:

Advertising the sale through local community channels, such as newsletters, social media, and noticeboards.

Setting a timeline for interested parties to express their interest or make purchases.



Establishing a method for payment and collection of the containers.

Reporting Back – Provide a summary of the sale proceeds and any remaining inventory at the next council meeting.

Next Steps:

Approve the motion to sell the ICB containers at the proposed price.

Implement the sale process and report back to the council on outcomes.

By taking these steps, the council can effectively manage its assets while generating additional revenue for future community projects.

**Motion: To resolve to adopt the Neighbourhood Steering Committee Terms of Reference, to establish a committee of the Parish Council, and to appoint three members of the council to the group to oversee the review and updating of the Rampton & Woodbeck Neighbourhood Plan.** Background: The Rampton & Woodbeck Neighbourhood Plan was formally adopted ("made") by Bassetlaw District Council following the referendum on 6 May 2021. Government guidance recommends that Neighbourhood Plans be reviewed every five years to ensure they remain relevant and continue to hold full weight in planning decisions.

A review is essential to: Align with Local and National Planning Policies – Ensuring consistency with any updates to the Bassetlaw Local Plan or national planning regulations.

Reflect Changing Community Needs – Addressing evolving housing, infrastructure, and environmental priorities.

Incorporate New Evidence and Legislation – Keeping the plan up to date with the latest data, policies, and best practices.

Recommendation:

Adopt the Neighbourhood Steering Committee Terms of Reference – Formalising the group's role, responsibilities, and objectives.

Establish a Parish Council Committee – Ensuring oversight and accountability for the review process.

Appoint Three Councillors to the Committee – Selecting members who will lead the review process, actively engage with the community to recruit other members to the committee, engage with stakeholders, and report back to the council.

Develop a Review Plan & Timeline – Outlining the steps for updating the Neighbourhood Plan, including community engagement, data collection, and submission procedures.

Engage with the Community – Encouraging residents to provide input on potential updates to ensure the plan reflects local priorities.

Liaise with Bassetlaw District Council – Collaborating with the planning authority to align the Neighbourhood Plan with wider planning policies.

Next Steps:

Approve the adoption of the Steering Committee Terms of Reference.



Formally create the committee and appoint three Parish Council members, appoint a member to actively recruit other community members.

Task the committee with preparing a review strategy and timeline.

Schedule regular progress updates to the Parish Council.

By taking these steps, the Parish Council can ensure that the Rampton & Woodbeck Neighbourhood Plan remains a strong, effective planning tool that reflects current policies and community needs.

Identify a means of funding, reviews of plans can cost in excess of £10k depending on whether consultants are engaged. Locality Funding should be next available from May 2025 but will require quotes and a review plan prior to progress any grant application.

**Motion: To determine whether to hold a VE Day 80th Anniversary event on 8th May 2025, or alternatively mark the occasion in another meaningful way. Additionally, to resolve to adopt Terms of Reference for an Events Committee, assign a budget, and establish a committee specific to this project.** Background: The 80th anniversary of Victory in Europe (VE) Day is a significant historic milestone, and many communities across the UK will be commemorating it in some form.

The Parish Council has the opportunity to:

Organise a formal event on 8th May 2025 to bring the community together.

Support alternative commemorative activities (e.g., a memorial service, exhibitions, or educational events).

Determine an appropriate budget and planning structure to ensure a well-organized event.

Recommendation:

Decide on the Type of Commemoration

A community event (e.g., street party, service, concert, or parade).

A historical exhibit or talk on local contributions to WWII.

A memorial service or wreath-laying ceremony.

Educational activities for local schools and residents.

Establish an Events Committee

Adopt Terms of Reference outlining its role and responsibilities.

Appoint at least three councillors to the committee.

Engage with local community groups, veterans' associations, and schools for collaboration.

Assign a Budget: Determine funding sources, including Parish Council allocation, sponsorship, or grants.

Consider potential costs of using the Village Hall, entertainment, decorations, refreshments, and marketing.

Set a Timeline for Planning & Decision-making

Confirm the event format and budget during the meeting.

Begin community engagement and promotion.

Arrange for necessary licenses or permissions (if required).



#### Next Steps:

Approve the establishment of the Events Committee and adopt Terms of Reference.

Set a budget: As this was not budgeted item and the council have not set a balanced budget for the period 2025-2026, to council must consider how this is funded which may be from the reduction of other services, or other funding streams such as the lottery fund, fundraising, increasing rentals or grants.

Task the committee with presenting a detailed event proposal at the next Parish Council meeting.

By taking these steps, the Parish Council can ensure the 80th Anniversary of VE Day is appropriately commemorated, fostering community spirit and honouring those who served.

**Motion: To determine whether to hold a Summer Event and, if approved, to adopt Terms of Reference, assign a budget, and establish an Events Committee specific to the project.** Background: A Summer Event presents an opportunity to bring the community together, promote local engagement, and enhance village life.

The Parish Council must decide:

Whether to proceed with an event.

The type and scale of the event.

The structure for planning and budget allocation.

Recommendation:

Decide on Event Type & Format:

Community Festival – Live entertainment, food stalls, games, and activities.

Family Fun Day – Bouncy castles, face painting, and competitions.

Music or Arts Event – Concerts, exhibitions, or performances.

Village Fair or Market – Local crafts, produce, and fundraising stalls.

Establish an Events Committee

Adopt Terms of Reference outlining roles and responsibilities.

Appoint at least three councillors to the committee.

Engage with local community groups, businesses, and volunteers for support.

Consider potential funding sources (e.g., sponsorships, grants, ticket sales).

Identify key expenses such as venue hire, entertainment, equipment, and promotion.

Set a Timeline for Planning & Execution

Confirm the event format and budget. As this was not budgeted item and the council have not set a balanced budget for the period 2025-2026, to council must consider how this is funded which may be from the reduction of other services, or other funding streams such as the lottery fund, fundraising, increasing rentals or grants.

Begin community engagement and promotion.

Secure necessary permits, insurance, and supplier contracts.

#### Next Steps:



Approve or decline the proposal to hold a Summer Event.

If approved, establish the Events Committee and adopt Terms of Reference.

Assign a budget and set a deadline for the committee to present a detailed plan.

By taking these steps, the Parish Council can ensure a well-organized Summer Event that enhances community engagement and enjoyment.

**Motion: To determine whether to purchase smaller 13ft Spruce Christmas trees from an alternative supplier at a cost of approximately £130 per tree, plus £20 delivery and £20 removal.** Background: In previous years, residents criticized the Christmas tree and lights due to concerns over tree size, quality, and brightness of the lights. However, positive feedback has been received in the past two years following improvements. The Parish Council must decide whether changing suppliers and opting for smaller 13ft Spruce trees aligns with community expectations and financial considerations.

Recommendation:

Assess Community Expectations

Review past feedback on tree size and quality.

Consider whether a smaller 13ft tree meets community expectations.

Engage with residents to gauge preferences.

Compare Supplier Options.

Ensure the supplier will erect both trees in position.

Review the alternative supplier for pricing, tree quality, and reliability.

Compare costs with previous years' trees to ensure value for money.

Evaluate Lighting & Decorations

Ensure the proposed tree size complements existing lights and decorations.

Consider whether any additional adjustments to lighting or placement are needed.

Determine Financial Impact

Assess the total cost including delivery (£20) and removal (£20) per tree.

Compare with previous budgets to ensure cost-effectiveness.

Explore whether sponsorship or community fundraising could contribute.

Make a Final Decision proceeding with caution if changing supplier

Approve or reject the proposal for smaller 13ft trees.

If approved, confirm supplier and place orders early to secure availability.

Plan a timeline for installation, decoration, and removal.



**Next Steps:**

Approve or decline the purchase of smaller 13ft Spruce trees.

If approved, confirm the supplier and order timeline.

Ensure adequate planning for lighting, decorations, and community involvement.

By taking these steps, the Parish Council can maintain high community satisfaction with the Christmas tree display while ensuring cost efficiency and quality assurance.