

NASH MILLS PARISH COUNCIL –WORKING GROUP (WG) MEETING REPORT  
The Queen's Platinum Jubilee Commemoration

Meeting held via Teams 27/04/2022

Councillor Attendees:

Alan Briggs, Michele Berkeley, Nicola Cobb, Steve Roberts

The WG discussed the following items and provides its recommendations for consideration by full Council:

1. Publicity Poster sample discussed and agreed, copy enclosed.
2. Prizes
  - Art Competition winner
    - Free Crepe from Amy's
    - A Kid's Jubilee mug or similar for the Top 10\_ entries (including the winner), subject to final recommendation.
  - Best Dressed Residence Competition winner
    - Free Service Wash from the Launderette worth £30
    - De Beautique Spa Manicure voucher worth £25
    - Biscuits or chocolates subject to final recommendation.
  - Treasure Hunt Competition winner
    - Free Fish & Chips voucher (up to £20)
    - Tesco chocolates / biscuits etc
  - All 3 prizes / vouchers to be presented in a Jubilee Tote bag or similar.

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Councillor Cobb will create vouchers for issue to competition prize winners.

Most of the competition prizes will kindly be provided by The Denes shops without cost to the Parish Council. The exception will-would be the Tote bags (£4 each) and Kid's Mugs (£7.32 for 2) costs excluding delivery where applicable. The WG suggests approving a budget for prizes which gives scope to adjust the numbers based on the number of entries, also to change the actual prize if those proposed become unavailable for purchase.-

**DECISION REQUIRED:**

Council to approve expenditure up to a maximum of £100 from the community event fund to be spent on prizes for the event. Prizes (style and number) to be determined by the working group in association with the clerk, (using the clerks delegated powers due to the proximity of the event).

The Working Group proposes a budget of £100 maximum for competition prizes.

3. Best Dressed Residence
  - The WG proposes to ask Ian Martin to announce the result at 4pm during The Denes event on 4<sup>th</sup> June. He can judge the residences at his leisure during the day.
  - Clerk to supply entrant details to Ian Martin.
  - The entry form should note the prize giving time.
4. Art Entries
  - A box to be supplied to Amy's to collect entries

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- The De Beautique team will put them on display during from 28<sup>th</sup> May
  - Entrants to be asked if they want the artwork back, otherwise they will be kept for display at the Annual Council Meeting. All entries will be photographed.
5. Prize Announcements
    - An agenda item is requested for 13<sup>th</sup> June, adjacent to Public Participation to announce the results of all three competitions.
  6. Photos notice
    - The Clerk is requested to supply an A4 sheet of the Photo disclaimer / privacy notice text to be laminated by Councillor Cobb for display on 4<sup>th</sup> June.
  7. The WG reviewed and agreed a task list of event and competition preparations. The list had been pre-circulated to invite comments from the Clerk and any Councillors unable to attend the WG meeting.
  8. The WG suggests that 100 Word Search and Art Entry forms be printed. The De Beautique team will kindly monitor stock levels within The Denes shops and adjust as needed.
  9. Jubilee Risk Assessment (RA)
    - The RA was circulated. WG attendees will send any comments directly to the Clerk.

*DECISION REQUIRED: Approval of the Jubilee Risk Assessment*

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TAKE PART IN NASH MILLS'  
CELEBRATION OF

THE QUEEN'S  
PLATINUM JUBILEE

Children's Art Competition

Treasure Hunt Competition

Best Dressed Residence Competition

Tea and Biscuits

(The Denes – Saturday 4<sup>th</sup> June 2.30pm)

FOR MORE DETAILS VISIT:

<http://www.nashmillsparishcouncil.gov.uk/jubilee>

Scan the QR code for a direct link

