OXTED PARISH COUNCIL QUEEN'S DIAMOND JUBILEE COMMITTEE

Minutes of the Meeting held on Thursday 22nd March 2012 at 5.15pm in Lyndsay Narcisi Room, Tandridge District Council Offices, Station Road East, Oxted

Present: Councillors: Mrs S Hayward (SH)

Mrs S Hayward (SH) Mrs L Parker (LP) Mrs D Wallace (DWa) Mr R Wingate (RW)

Parish Clerk: Mrs D Marshall (DM)

Item		Action
1	Apologies for absence – none.	
2	Declarations of Interest No declarations of interest were made.	
3	Minutes of the previous meeting 3.1 The minutes of the meeting held on 1st March 2012 had been circulated, and it was resolved: that the minutes be approved.	
4	Public Session Mr Cotton asked when the date of the next QDJ meeting would be – 12/4/12.	
5	Picnic in the Park 5.1 DWa confirmed that the British Legion can use one of their 3 allowed outside events for the Picnic in the Park, without needing a temporary event licence. 5.2 SH to confirm whether the Queen's Scouts are available to help. 5.3 RW and DWa went to view the Oxted Glee Club Choir. They were very good and have been asked to be involved. They are happy to fill a slot for free, but it is proposed to make a £100 donation to their charity, Rainbow. 5.4 A free zumba demonstration has been offered in lieu of distributing leaflets. It needs to be ascertained whether the lady will need to use the sound system. 5.5 DWa to organise a demo of the 3 piece rock band, Alan Ribchester. 5.6 SH to follow up Theresa Skinner, a jazz singer, Caroline Newman, an acapella singer, and Judith Essex. The Fox Trot serenaders were outside of the budget. 5.7 Concern was expressed over whether the sound system will be able to accommodate all the different acts requirements – meeting with MRB to be	SH DWa SH
	organised to discuss. SH asked to be involved. 5.8 Candy floss, ice cream van, bouncy castle and cup and saucer ride are all confirmed. The ice cream man will pay a percentage rather than a pitch fee. The WI	DWa

have pulled out of running the refreshments due to a lack of available bakers. Alternatives to be investigated, including the guides and the Barn Theatre. Also investigate sourcing a gas run tea urn. 5.9 SH to approach the Barn Theatre to see if they would like to give a performance. 5.10 Other ideas to progress: face painting, the Florida Grill from the Plantation, pony rides. SH has a bowling for the pig game that could be run. 5.11 It was agreed that the event should be kept as a community event, and that further commercial stalls were not required. 5.12 There have been articles published in the County Border News and the Surrey Mirror, and an advert on the front page of the County Border News. The event has been added to the Oxted group facebook page, and the CBN facebook page. Placing an advert in the Hurst Green News is in progress. 5.13 It was resolved to order 50 x A3 & 200 x A4 posters, and 2,500 x A5 flyers for £275 +vat. It was also resolved to spend £21 on a temporary event licence, and £75 on booking the St John's Ambulance.	DWa SH
	DM
Plan for Commemorative Events 6.1 LP and RW met with Steve Hyder, TDC, and identified a good, south facing location for situating a bench in Oxted: Silkham Road/Barnett Shaw. 6.2 It was resolved to order 3 benches at a cost of £1,610+ vat. Delivery Address to be confirmed. 6.3 LP and RW went to Dartford to view the high ball version of the equipment proposed. They were impressed - the equipment seemed very sturdy and robust. 6.4 Steve Hyder has confirmed that he is happy with siting a low ball outside of the playground area at King George the V, Mill Lane, which will be accessible from the path. If Wickstead don't install the equipment, TDC have offered to free of charge. 6.5 A site in Master Park may be more difficult to find - DWa to investigate. 6.6 LP spoke to Margaret McNaughton regarding the rotary tree, and will liaise once the ordered trees arrive. 6.7 Finding a supplier for the bulbs can be left until later in the year. We need to establish when the new sign will be resited. 6.8 The Painting rules were agreed and are displayed on the parish website. End of April timing confirmed. 6.9 No progress made with Croudace regarding naming a building.	DM/SH DWa
Metters Can Inclusion on Future Apanda	Divu
 7.1 Who will set up the stage? Logistics 7.2 DWa has a map of Master Park – Site Plan. 7.3 The next meeting will be on Thursday 12th April at 5.15pm. 	
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