



Mundesley-on-Sea Parish Council

THE OLD FIRE STATION BACK STREET MUNDESLEY NR11 8JJ
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Minutes of the **Events Committee meeting** of Mundesley Parish Council, held in the Jubilee Rooms, Mundesley on **Tuesday 4th of November** at 6:00pm

Present: Cllr Bev Reynolds (Chair), Cllr Debbie Hicks, Cllr Jane Barnes, Cllr Jim Broatch, Cllr Ali Wait, Shirley Quigley and Di Spray.

Clerk: Nell Bell.

1. Apologies for absence.

Apologies were received from Cllr Derek Smith, Cllr Denise Revell and Angie Smith and accepted.

2. Declarations of interest and dispensations.

None

3. Public participation time.

2 members of the public present.

4. Minutes of the previous meeting.

The minutes of the Events Committee held on 30th of September 2025 were AGREED as a true and correct record and signed by the Chair. PROPOSED Cllr Hicks, Seconded Cllr Barnes. All in favour.

5. Christmas Fayre – 30/11/25

5.1 the following items were discussed and agreed:

- Re-issue the invite to local stall holders on Facebook -clerk
- To have a seating area – 3 tables with chairs each.
- To put advance warning of road closure signs up week beginning 10/11/25 - clerk to organise with SQ*
- To leave road closed signs by the side of the road in advance -Cllr Wait. Clerk to set them out on the morning.
- To ask volunteers from the SLSC to arrive by 9am to attend the barriers.
- To ask all vendors to arrive and set up between 10am and 1pm.
- To decorate Santa's Grotto on 23/11/25 -Cllr Hicks.
- To contact the Ps* to arrange decorating the Christmas tree and road barriers.

- Clerk to draft running order of events for the day and assign roles to volunteers.
- Clerk to draft layout of stall holders and circulate to Events Committee.

6. Santa Tour – 20/12/25

6.1 Cllr Wait and Cllr Broatch to put up Santa Stops ahead of event

6.2 Sleigh build -Cllr Barnes, Cllr Broatch and Cllr Wait to liaise with SQ*. Clerk to purchase 50 AA batteries.

6.3 Cllr Wait to update list of stops and times and email to clerk. Committee to recommend to Full Council that the clerk be authorised to purchase additional gifts subject to requirements.

7. Dog Show (GPT)

7.1 To hold the 2026 Dg Show in Sunday the 6th of September. Clerk to notify Gold Park admin in order to book agility display team and vendors.

8. Next meeting

8.1 Tuesday the 3rd of February 2026.

The meeting ended at 7.25pm

Signed

3rd February 2026

*[name redacted for GDPR].