

**Minutes of the Extraordinary Meeting of Great Ayton Parish Council
held on Tuesday 20th October 2021 at 7pm**

Present: - Cllr John Fletcher, Cllr Angela Taylor, Cllr Daniel Matuszak, Cllr Judith Brown, Cllr Ron Kirk
Andrew Snowdon (Clerk), No members of the public were present.

No.	Business
1	<u>Apologies</u> Cllr Tessa Snowdon
2	<u>To agree the date for the Xmas Fayre 2021 event.</u> It was agreed that the Xmas Fayre should take place on 27 th November 2021. Agreed
3	<u>To establish Cllr availability for Event Organisation Working Group.</u> Though a working group was not established it was assumed all Cllrs could contribute to organising the event. Noted
4	<u>To approve the quotation for Stage, lights, sound (£2540 +VAT).</u> It was agreed that quotation (ASO 0125) from Artistic Solutions for £2540 should be approved without need for other quotes to be sought. Agreed
5	<u>To approve the quotation for setup of marquees & tables (assuming >£1k).</u> No quotation had been received for supply of marquees & tables though Cllr Matuszak confirmed that he was in discussions with a local company. Noted
6	<u>To agree what type & how many sellers to be accommodated.</u> It was agreed that sellers could be of a commercial nature with emphasis on hand-made goods, hobby crafts and the like. Agreed
7	<u>To agree donation from sellers & confirm how table monies are to be collected.</u> It was agreed that hobby vendors should be asked for £15 per pitch, larger businesses would potentially be asked for a larger fee and local schools would be FOC. Agreed
8	<u>To agree method(s) of advertising the event.</u> It was agreed that Studio Botez should be asked to advertise the event. Agreed
9	<u>To decide on purchase / installation of Xmas tree or another festive alternative.</u> It was agreed that a 20ft Xmas tree should be purchased from Maynard's Nurseries as no larger trees were available from the supplier. Agreed
10	<u>To approve purchase of additional Xmas decorations if needs be.</u> The need for new lights would be established through inspection. It was hoped that the Linden tree could be lit with uplighters during the festive period. Noted
11	<u>To establish Cllr & volunteer requirement for assistance.</u> See Item 3
12	<u>Such other business as, in the opinion of the Chairman, should, by reason of special circumstances, be considered as a matter of urgency.</u> Through debate it was agreed that the next Ordinary Parish Council meeting would be re-scheduled for Tuesday 9 th November. Agreed