Christmas and Events Task Group Meeting
Tuesday 31st January 2023
at 6:00pm in Millbrook Village Hall Attic Room

Councillors Present: Nicky Roberts (NR), Sharon Lewis (SL), Don Wood (HW), Elisa Woffenden (EW)
Non-Councillors present: Kirstie Bristow (KB), Julie Elworthy (JW), Fran Reilly (FR)
Also in attendance: Karenza Heald, Parish Clerk (KH)

Notes of meeting

1. **Actions from the previous meeting**
   Parish Council approved a budget of up to £4,000.
   KH: 500 pasties have been ordered from Cornish Pod.
   Cream teas and other savouries to be ordered.

   NR: Noticed the Eden Project have promoted a Community Lunch. The group agreed as many would prefer to watch the King's Coronation at home to host an event on Sunday 7th May 2023.

   KB: D & C will having a barbecue and will be serving King's Coronation gust ale.
   FR: Awenek will be doing glass keepsakes.

   Bins will need to be provided. It was agreed to contact Brett Reader, EWR Recycling

2. **Planning for the Coronation of King Charles III**
   The group went through the list of actions from the last meeting and agreed additional actions.
   It was agreed invitations would be sent to all residents.

Action	Assigned to
Book the village hall for changed from 6th May to 7th May	KH
Design poster promoting the event, detailing the plans and asking if anyone is interested in getting involved.	FR
Obtain quotation for cream teas	KB
Contact Tracey from Weigh to Go	KH
Contact musicians	NR/EW/MB
See if Morris dancers are available	NR
Consult with local businesses owners regarding window displays	MB
Informal letter to the residents who have garages backing onto the car park	KH
Speak to Brett Reader about bins recycle bins in the car park.	KH
Purchase red, white and blue flags and royal themed serviettes	JW
Contact local businesses regarding raffle prizes	MB

Date of next meeting: 28th February 2023 at 6pm