

**Minutes of a Meeting of Leisure & Cultural Committee  
Held in the King Edward VII Meeting Room, Ascot Racecourse, SL5 7JX  
On Tuesday 19 October 2021, commencing at 7.00pm**

Members present: Councillors M Finch (Chairman), L Davison (Vice Chairman), B Hilton, C Lester, C Richardson\* and C Roberts.

In attendance: Mrs H Goodwin, Clerk to the Parish Council; Mrs M Morgan, Administrative Assistant.

In attendance by Zoom: Cllr A Sharpe, Mr D Norman, Miss J Strand.

**8034 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs R Ellison and S Humphrey. Cllr A Sharpe sent apologies at not being able to attend in person but attended on an unofficial basis via Zoom.

**8035 DECLARATIONS OF INTEREST**

The chairman asked to receive any Declarations of Interest in accordance with the adopted Code of Conduct. None were received.

**8036 MINUTES**

The minutes of the Leisure & Cultural Committee Meeting held on 28 September 2021 were approved as a correct record and signed as such, with the following amendment to Item 8026:

- “Sunninghill” should read “Sunningdale”.

**8037 PARISH MAP PROJECT**

Cllr Finch read a commissioning document he had prepared to secure the services of an appropriately skilled artist to create a parish map. The details were discussed and it was suggested that community groups, particularly historical groups, be consulted regarding heritage assets in the parish. Cllr Finch’s document will be made available for councillors to view on the councillor portal.

It was agreed that the map should be kept relatively simple and priority needs to be given to the type of item which should be on it so as to reflect the character, ethos and landmarks of the area.

It was also suggested that a static map be provided at recreation spaces with information such as cycling and walking routes and distances, and wildlife in the area. This could be produced using our new software Parish Online.

**8038 JUBILEE PARTY IN THE PARK**

Cllr M Finch set out his plans for next year’s event – the document he has prepared will be uploaded to the councillor portal for all councillors to access. Cllr Finch emphasised that this is a family event which should give local organisations an opportunity to showcase their activities by having stalls. In addition there will be fairground rides and musical entertainment with the event finishing when the beacon is lit and the piper plays.

The logistics of the event were discussed and it was agreed that there are four areas of responsibility. These will each be headed up by one person and each have a small working group:

- Event organiser (named on licence document) – agreed to be Cllr Finch
- Event manager (overall running/co-ordination responsibility on the day) – agreed to be Mr David Norman
- I/C Finance – to be agreed
- I/C Admin (including publicity) – to be agreed.

Cllrs Richardson & Roberts volunteered to be involved with liaising with charities & commercial sponsorship etc. Cllr Hilton will book the fairground rides and will also contact local businesses for sponsorship. Jayne Strand will work on musical entertainment bookings.

An overall working group should meet once per month and the parish office will suggest some prospective dates for a meeting before Christmas and see which works for most people.

### **8039 ANY OTHER BUSINESS**

Cllr A Sharpe will put forward a suggestion at the next meeting to budget next year for the extension of the Green Corridor project to include Tom Green's Field.

For budget planning reasons the next meeting will be brought forward to 02 November, swapping with Finance & Personnel who will meet instead on 23 November. Committee members are invited to send costed ideas for next year's budget to the clerk by Wednesday, 27<sup>th</sup> October.

There being no further business the meeting closed at 8:20pm.

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Cllr M Finch, Chairman

\*Cllr Richardson was present from item 8037.