

MANORBIER COMMUNITY COUNCIL

Minutes of the Extraordinary Meeting of Manorbier Community Council

Held at **Jameston Village Hall (Car Park), Jameston, on Monday Saturday 9th October 2021**

Due to the current Government Restrictions and Covid 19 Guidelines – Manorbier Community Councillors met in Jameston Village Hall with a live link, via Zoom, to enable members of the public to join the meeting.

All Manorbier Community Council meetings are regulated by its Standing Orders.

Present: Cllrs R Hughes, G Clark, L John, J Miall, M Kidney and D Barry.

In attendance – The Clerk

Meeting commenced 10.40am

2021/10 EM 87 Apologies for Absence Cllrs, R Hall and N Lane

2021/10 EM 88 To receive any Personal and Prejudicial Declaration of Interests - None

2021/10 EM 89 To consider the request made by the Manorbier Community Group to hold a Bon-Fire and Fireworks display on land in the ownership of the Manorbier Community Council

Due to health, safety and insurance requirements a meeting has been called to ensure that the Manorbier Community Council are fully compliant in its actions and all health, safety and insurance requirements are met.

The Clerk advised the Council that, following correspondence with the Council's insurance provider, it was confirmed that the Council's insurance is in place providing certain guidelines are followed and the event organisers have their own Public Liability Insurance.

The list of requirements are:

- The names and contact details of the event organisers
- A copy of their Public Liability Insurance
- A lay out plan showing the positioning of all stalls and the emergency access/egress route
- The risk assessment of the event
- The Covid Compliance statement
- The number of expected visitors and the number of marshals
- Copy of the firework procedure plan and a copy of the company's insurance
- Confirmation that there will be first aiders on site
- Copies of all stall holders/fair ride insurances and licences (if required)
- The emergency services are aware that the event is taking place

Also required is a method statement of how the bon fire will be managed – who is responsible for it, who will ensure that the fire is completely out and that no one accesses the hot ground after the event.

The positioning of the bon fire to be agreed between the Council and event organisers, it should not be placed near the fence, hedgerow or football grounds (cut area of grass). The land to be left debris free after the event ie all nails, unburnt items and embers to be cleared away to a satisfactory standard. Taking into account that this is a playing field and children have 24 hours access to such.

Cllr M Kidney proposed that Manorbier Community Council permit the Community Group to hold the Community Bon Fire on land in the ownership of the Manorbier Community Council and provide the requested documentation to the Clerk to ensure that the Council are fully compliant in its actions; Cllr Long seconded the proposal with all Cllrs in full agreement.

Meeting closed 11am

Melanie Priestley – Clerk to Manorbier Community Council

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