



## HOCKLEY PARISH COUNCIL

The Old Fire Station, 58 Southend Road, Hockley, Essex, SS5 4QH  
Telephone: 01702 207707 e-mail: [enquiries@hockley-essex.gov.uk](mailto:enquiries@hockley-essex.gov.uk)  
Website: [hockley-essex.gov.uk](http://hockley-essex.gov.uk)

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### **Minutes from the online Events Committee meeting held on Tuesday 7<sup>th</sup> September 2021 at 7.30pm.**

<b>Present:</b>	<u>Chairman:</u>	Cllr. T. Carter	
	<u>Councillors:</u>	Cllr. S. Martin	Cllr. A. Styles
		Cllr. P. Chelmsford	Cllr. S. Chelmsford
		Cllr. J. Waight	Cllr. S. Reed
	<u>Visiting Councillors:</u>	Cllr. M. Carter	Cllr. P. Meacham
		Cllr. B. Thorogood	
	<u>Officers:</u>	Kelly Holland, Parish Clerk Clare Austin, Assistant Clerk Kathryn Hayden, Administrative Assistant Nicola O'Riordan Finley, Facilities Manager	
	<u>Community Members:</u>	Jonathan Hill (One Team Event Safety Management) Paul Taylor Rev. Gillian Thomson (Bramerton Church)	
	<u>Members of the public:</u>	Two	

**EVT21/15**     **Apologies for Absence**

None.

**EVT21/16**     **Minutes**

**RESOLVED** that subject to the inclusion of Jonathan Hill in the list of those present and listing Rev. Gillian Thomson and Paul Taylor as community members, the minutes of the Committee meeting held on 5<sup>th</sup> July 2021 be approved as a correct record and signed by the Chairman after the meeting.

**EVT21/17**     **Declarations of Interest**

None declared.

**EVT21/18**     **Public Participation Session**

No items raised.

**EVT21/19**     **Update from the Event Manager and office staff**

Office staff gave an update and advised that the lighting scheme had been arranged.

Jonathan Hill advised that he was working on the Event Management Plan to include COVID-19 pandemic risk assessment/contingency plans. Jonathan suggested various options to consider should the event go ahead including:

- 2 metre gap between stalls (to be reviewed at build phase)
- Staggered drop off/set up times for stallholders
- Queue monitoring for each stall, attraction etc.
- COVID-19 status (i.e. vaccine passport, proof of a lateral flow test, natural immunity). This would involve having check points at each entrance to Spa Road. The Event Manager advised that he would struggle turning visitors away with the planned staffing levels and that additional support would be required. The Event Manager gave an estimate of at least 3 security staff required at each of the (5) entrance points, equating to 18 additional security staff for the event. It was mentioned that it would be difficult to limit entrance to Spa Road due to residential access and local amenity access.
- Members asked officers to investigate if there were additional COVID-19 legal obligations to consider for a public order event.

**EVT21/20**

### **Festive Event**

Consideration was given to holding the festive street event in November. There was an in depth discussion regarding the health and safety of both marshals and attendees taking into account the current COVID-19 levels. Members considered what could be put in place to mitigate against the risks and were made aware of the following:

- Rayleigh had cancelled their event due to the pandemic; Rochford were looking at an alternative event to reduce crowds. It was noted that the cancellation of these events could result in an increased footfall at the Hockley event.
- Should someone contract COVID-19 at the event, members would need to have a process in place for dealing with the repercussions
- If the rates are high on event day, the Council have a duty of care to staff and volunteers to ensure that they are safe. This could result in fewer marshals than planned for on event day.

Mitigating measures suggested by the event manager were discussed. Following discussions the Chairman proposed that the event take place. Cllr. J. Waight requested a recorded vote:

#### For the proposal

Cllrs. T. Carter and A. Styles

#### Against the proposal

Cllrs. S. Martin, S. Reed and J. Waight

#### Abstention

Cllrs. M. Carter, P. Chelmsford, S. Chelmsford and P. Meacham

**RESOLVED** that the event would not go ahead in November 2021.

*Cllr. S. Chelmsford left the meeting, 8.20pm*

It was proposed that the remainder of the agenda items be postponed to the next Committee meeting.

**EVT21/21      Date of future meetings**

The next meeting of the Events Committee is scheduled for 21<sup>st</sup> September 2021 at 7.30pm.

The meeting closed at 8.23pm

**Signed:** \_\_\_\_\_  
**Chairman**

**Date:** \_\_\_\_\_