



LONDON COLNEY PARISH COUNCIL

To: Councillors MacMillan (Chair), Lillico, Pakenham and Pearl

17 January 2023

You are hereby summoned to attend a meeting of the **EXTRA EVENTS AND COMMUNITY COMMITTEE** meeting to be held on **TUESDAY 24 JANUARY 2023, at 6.30PM, CALEDON COMMUNITY CENTRE, CALEDON ROAD, LONDON COLNEY AL2 1PU**

Emma Payne
Clerk

AGENDA

1. **APOLOGIES**
2. **NOTIFICATION OF SUBSTITUTIONS**
To receive any notification of substitute Members to the Clerk
3. **DECLARATION OF INTEREST**
To receive Member's declarations of interest in items on the agenda.
4. **REPORTS TO COMMITTEES**
- 4.1 **Larks in the Parks 2023**
5. **DATE OF NEXT MEETING**
21 March 2023

LONDON COLNEY PARISH COUNCIL

COMMITTEE: EVENTS & COMMUNITY

DATE: 24 JANUARY 2023

REPORT BY: EMMA PAYNE, CLERK

SUBJECT: LARKS IN THE PARKS 2023

1. SUMMARY

1.1 Larks in the Parks is a District Wide event, run in areas of deprivation and multiculturalism. Everyone Active (previously 1Life), delivered the event on behalf of the District Council. It has been run since 2007. SADC's contribution to the event was to help with the organisation, complete the paperwork for submission to the Safety Advisory Group (SAG), provide some entertainment, an activity and first aid cover.

1.2 Other sites include Cottonmill, Fleetville and Batford. The event in London Colney is the largest in the district probably and has been a fixture in the events calendar for many years.

1.3 The Events schedule during the summer months has already seen the inclusion of a large family event with Picnic in the Park held in August. There could be seen to be some duplication in running two events with only two months between them. This could be an opportunity to relaunch a London Colney based event, at a new location, with a different offering for the community.

2. RECOMMENDATION

2.1 Members are asked to consider how they wish to proceed in light of this decision.

3. BACKGROUND

3.1 The Events budget for 2023/24 has already been approved by the Finance & General Purposes Committee and will be approved at the Council meeting on 18th January 2023.

3.2 SADC's financial input into the event covers the following areas:

- Entertainment Act
- Art activity
- First Aid
- Marketing

3.3 Comparing the cost of first aid cover for other activities, it is estimated that we could cover the first aid requirement at a cost not exceeding £250.

3.4 A sum of £150 for marketing would cover the replacement banners required to advertise the event, as the existing Larks in the Parks banners are logo'd as SADC. There would also be some printing of leaflets.

- 3.4 Everyone Active will be seeking funding from other sources to support the event.
- 3.5 The last meeting of the Events & Community Committee approved the new location of Morris Recreation Ground for the event in 2023.

4. FINANCE

- 4.1 See budget below. There has been an additional sum included for first aid cover (£200) and marketing (£150).

5. IMPACT ASSESSMENT

Strategic Plan	Objective One
Equalities	Fully accessible
Environmental/Sustainability	The event would adhere to the Council's adopted Climate Change Policy
Crime & Disorder	Police are aware of the event through their participation in the Safety Advisory Group
Financial	There is a budget for this event.
Resources (including workforce)	It is a labour-intensive staff activity.
Risk Management	Full risk assessments and event management planning is undertaken to ensure the event is safe.

Events & Community Budget 2023/24 V3 (LARKS UPDATED)

Description	Cost Centre	COSTS							INCOME					Cost to Council
		Event Costs 5000	Food 5010	Entertainment 5015	Other Event Costs 5020	Road Closures 5035	Bar Supplies 4170	Total Costs	Bar takings 1250	Other 1300	Ticket Sales 1310	Misc	Total Income	
Larks in the Park	300	£3,190.00	£300.00	£2,000.00	£301.00	£0.00	£1,000.00	£6,791.00	£2,000.00	£600.00	£0.00	£0.00	£2,600.00	£4,191.00
Fireworks	320	£665.00	£50.00	£4,700.00	£531.00	£900.00	£300.00	£7,146.00	£600.00	£400.00	£4,500.00	£0.00	£5,500.00	£1,646.00
Remembrance Sunday	340	£201.00	£0.00	£500.00	£482.50	£970.00	£0.00	£2,153.50	£0.00	£0.00	£0.00	£0.00	£0.00	£2,153.50
Halloween Disco	420	£44.00	£150.00	£200.00	£100.00	£0.00	£50.00	£544.00	£100.00	£0.00	£300.00	£0.00	£400.00	£144.00
Xmas Light Switch on	430	£718.00	£0.00	£400.00	£302.00	£1,850.00	£150.00	£3,420.00	£600.00	£480.00	£0.00	£0.00	£1,080.00	£2,340.00
Picnic in the Park	460	£231.00	£60.00	£2,500.00	£277.00	£0.00	£0.00	£3,068.00	£0.00	£350.00	£2,928.00	£0.00	£3,278.00	£210.00
General Council Events	400													
Community Awards														
Litter Pick	400	£44.00	£20.00	£0.00	£50.00			£114.00					£0.00	£114.00
Pilgrimage	400	£22.00	£50.00					£72.00					£0.00	£72.00
Susfest 20	400	£0.00	£0.00		£30.00			£30.00					£0.00	£30.00
Coronation	400	£1,000.00												
Seated Exercise-Mon	400	£0.00	£0.00	£1,470.00				£1,470.00			£1,200.00		£1,200.00	£270.00
Seated Exercise-Thu	400	£0.00	£0.00	£1,470.00				£1,470.00			£1,200.00		£1,200.00	£270.00
Lunch Club	370	£18,000.00						£18,000.00			£10,000.00		£10,000.00	£8,000.00
Council Events Total		£1,066.00	£70.00	£2,940.00	£80.00	£0.00	£0.00		£0.00	£0.00	£2,400.00	£0.00		
Total		£6,115.00	£630.00	£13,240.00	£2,073.50	£3,720.00	£1,500.00		£3,300.00	£1,830.00	£8,928.00	£0.00		-£19,020.50