

**CENTRAL SWINDON NORTH PARISH COUNCIL**

**Parish day trip to Weston-Super-Mare**

**27<sup>th</sup> July 2018**

**1. Introduction**

At the Full Council meeting held on 18<sup>th</sup> July 2018 Cllr K Parker requested that his Ward Allowance be used on a Penhill Fun Day to be held during the summer of 2018. Following a discussion at Full Council it became apparent that it would not be possible to contact ESAG (Event Safety Advisory Group) to meet all requirements within the three-week time scale but setting up and running a Penhill Fun Day for 2019 would be viable. Cllr K Parker then asked if it would be possible to organize a day trip to the seaside in August 2018 for residents within the Parish.

**2. Report Details**

Weston-Super Mare is the preferred destination for the proposed trip. A 61-seat coach would be booked through Barnes to arrive at John Moulton Hall (JMH) in Penhill at 9am ready to depart at 9.30am and would leave Weston-S-Mare at 4.30pm to return to JMH.

The trip would be advertised on the Central Swindon North Parish Council Facebook page with all the details of how to book a ticket for the day.

The Assets Manager, Bernice Mack, and Administrative Assistant, Natasha Perrett, would organise and attend the day trip as representatives of the Parish Council and would ensure all Health and Safety protocols were in place for the attendees whilst they are aboard the coach; it would be explained that whilst the attendees are in Weston-S-Mare the Parish Council are no longer responsible for individuals but all would be provided with emergency contact numbers should they get into trouble or are going to be late back to the coach to return to Penhill.

All Health and Safety/Risk Assessment documents would be completed, and a First Aider and Fire Marshal would attend the trip.

Attendees would be asked to fill out Medical/Allergy forms and provide emergency contact details in case of any problems.

Each person under 16 would receive a bucket and spade, and Central Swindon North Parish Council branded merchandise such as a windmill, beachball or frisbee.  
All attendees would receive a light packed lunch.

The estimated cost of the Day Trip is:

Coach = £485  
Buckets and Spades = £125  
Branded merchandise = £200 (up to)  
Light lunch for 61 people = £200  
Staff cost = £213.12 for the day

**3. Recommendation**

Cllr's support the day trip to Weston-S-Mare and approve the indicated total cost of a maximum of £1,223.12 and any expenditure above this be authorised by the Chair of L&A.