

19 FEBRUARY 2018

MINUTES OF A MEETING OF THE EVENTS COMMITTEE HELD AT
THE OLD MINING COLLEGE CENTRE, QUEENSTREET, BURNTWOOD WS4 7QH
MONDAY 19TH FEBRUARY 2018 COMMENCING 6:00 PM

Present

Councillor Mrs Tranter (Chair), Cllr Mrs Stokes, Cllr Mrs Conolly, Cllr Mrs Evans.

Councillors Stokes, Bamborough, Ennis.

In Attendance

N Caine. Direct Service Manager (DSM)

Apologies for Absence

None

Declarations of Interest and Dispensations

Councillor Mrs Tranter declared a disclosable non-pecuniary interest, as one of the volunteers who is involved in Play in the Parks, and Christmas Festival, is known to her.

Minutes; The items 51-57 were received and adopted, except a minute from the Wakes Committee held on 29th January 2018, sub- paragraph, Play in the Parks 2018 event wording (Summer School Holidays) be removed and replaced with different wording (Holidays).

Proposed; Cllr Mrs Tranter, Seconded; Cllr Mrs Stokes.

58. Meeting with 1743 Management.

Members asked various questions about the Wakes Festival from the previous meeting, and it was agreed that the SAO would contact 1743 Management for Final Details and answers.

Marking out for the Wakes Event would be commenced within the week before the fixed date.

59 Wakes Event

Cllr Mrs Stokes has made contact with the RSPCA on 3 occasions and has left messages for her calls to be returned.

War games re-enactment is still a possibility, and questions were asked as to what would be included in that Event. Tai Kwando organisation had returned calls about what would be included in that schedule, with the possible inclusion of Music. Cllr Mrs Evans queried as to what area that any Disabled visitors would be able to park. Cllr Stokes then answered that for Disabled and BTCnl Cllr etc, this would be possible at Abacus, however permission would be required.

Steve K was once more asked to provide the PA System for the arena in which he has agreed to do, with once again to the Wakes Event for No Charge to the Wakes Event. Cllr Mrs Stokes advised that 1743 Management to supply the Wakes Event with alternative Food Suppliers.

Members requested an updated list of Participants at all Events, SAO to email this.

60. Play in the Parks

Dates agreed for Venues;

Mon 30 th July	Venue (to be decided)	Fun Club
Wed 1 st Aug	Venue (TBD)	Fun Club
Mon 6 th Aug	Chase Terrace Park	St Johns Church
Wed 8 th Aug	Redwood Park	Beacon Church Cage Football
Mon 13 th Aug	Venue (TBD)	
Wed 15 th Aug	Redwood Park	Beacon Church and Cage Football
Mon 20 th Aug	Venue (TBD)	
Wed 22 nd Aug	Chase Terrace Park	Fun Club and Cage Football

Members were advised that when the Cage Football was to be used, a clear access channel was required at all times, as the Cage Football was to be set up after the event had commenced.

Contact was to be made with the Cage Football Team to ask what amount of area was required for set up.

A general discussion was held amongst Members to consider using 'Open House' as a venue. Cllr Stokes asked that the SAO approach 'Open House' for dates and accessibility for this venue, regarding any concerns that should be apparent. Cllr Ennis would be approaching Oakdene Community for venue availability. Members also discussed the availability of the Football Club, this was considered, however Members considered this and was too great a distance from the Burntwood Centres.

61. Christmas Festival

The original dates for the Festival, had been arranged for;

Venue 1; Monday 26th November 2018 Boney Hay.

Venue 2; Wednesday 28th November 2018 Chasetown.

Venue 3; Saturday 1st December Sankey's Corner.

Members held a long discussion about the suitability of the dates chosen for Venue 1 and 2, and due to prior Commitments of Dual Hatted Members, the conclusion was that the SAO would be informed of Members prior Commitments by email, to the SAO, and check the alternative dates of;

Tuesday 27th November 2018 Boney Hay.

Thursday 29th November 2018 Chasetown.

Members discussed the Time Allotments for Venues 1 and 2, the time slot of 2 hours was considered to be quite substantial, and this discussion agreed the following times;

Venue 1 and 2, Start; 6.00pm and Finish; 7.30pm. Venue 3, Start; 4.00 pm and Finish; 7.00pm.

61.1 Bells Lane

Bromford Housing Association (BHA) own the Land where Burntwood Town Council (BTCnl) would like to plant a Christmas Tree. Permission has been given by BHA to allow BTCnl to do this, with the ownership remaining with BTCnl along with any required maintenance. The cost of this Tree in which it has been agreed to purchase and plant will be paid for by the Events Committee.

Christmas Tree supply only £500.00

Christmas Tree plant only £165.00

The combined total was £665.00, however as the Supply Company have received previous work from BTCnl, the DSM requested a Serial Discount, which was given at 10%, this reduces the overall cost to £589.00.

61.2 Licence

Members held a discussion, from information supplied to the meeting, from Cllr Drinkwater, about legal concerns regarding the Mulled Wine. Information given to Members from Lichfield District Council (LDCnl) was discussed, and established that in the manner of receipt, of the Mulled Wine, to the Recipient, that no Licence was required.

66.3 Scouts

Members discussed the invitation of the Scouts, to participate in the Boney Hay and Chasetown events. The SAO was to follow this through.

66.4 Gazebo and Racking

As mentioned in previous minutes these requirements have been purchased.

66.5 Commonwealth Day

The Fun Club are to organise a Commonwealth Fun Day. This will be on Sunday 3rd June 2018 between 2pm and 4pm. The possible Venue for this will be 'open House'. The BTCnl involvement with this would be a requirement for Gazebos and ancillary equipment. This day would be a 'Bring your own Food and Drink Day'. During the meeting the DSM advised that we are unable to fly a Commonwealth Flag from the BTCnl Flagpole, as Saturday June 2nd 2018 is 'Coronation Day' this means that the Flag will be flown from Friday 1st June until Monday 4th June 2018, as BTCnl Officers now perform this duty.

The meeting finished at 6.50pm