

**MINUTES OF A MEETING OF THE BURNTWOOD WAKES INDEPENDENT REVIEW
COMMITTEE HELD AT BURNTWOOD LIBRARY, SANKEYS CORNER
ON THURSDAY 18 AUGUST 2011 COMMENCING AT 7.30 P.M.**

PRESENT

Councillors Mrs Fisher, Isaacs, Norman, Mrs Rigby and Mrs Woodward

In attendance

Councillors Mrs Banevicius, Bradbury, Mrs Evans and Taylor
Mrs M Danby, Town Clerk

1. APOLOGIES FOR ABSENCE

Councillor Walker MBE

2. ELECTION OF COMMITTEE CHAIRMAN

RESOLVED That Councillor Norman be elected Chairman of the Burntwood Wakes Independent Review Committee for the remainder of the 2011/12 Municipal year.

3. DECLARATIONS OF INTEREST

None declared.

4. COMMITTEE REMIT

RESOLVED That the Committee's remit as set by the Town Council be received and noted.

5. BURNTWOOD WAKES FESTIVAL 2011

5.1 QUESTIONNAIRE

Members received a spreadsheet detailing responses and suggestions put by 138 people at the Family Fun Day.

RECOMMENDATIONS That the Burntwood Wakes Committee:

- a) Consider whether entrants in the Burntwood in Bloom Competition might be invited to take a stall at the Family Fun Day in future years.
- b) Consideration be given as to how a physical count of people (and where they reside) attending the various elements of the Festival might be achieved.

- c) Consideration be given to inviting an external club of organisation to organise and administer a cycle race and/or a 5k road race, etc as an additional activity/attraction for future Festivals.
- d) Consideration be given to having the questionnaire on the shuttle buses together with a response box to encourage more people to make comments and suggestions.
- e) Consider all the suggestions and commented submitted on the questionnaire.

5.2 Comments from a Church Street, Chasetown Resident

Members considered comments made by a Church Street, Chasetown resident. It was agreed that where relevant these should be referred to the Police for comment.

5.3 Town Clerk's Report

Members received the Town Clerk's report on the Festival. The report included a table setting out issues that had arisen this year, how these had been resolved and recommendations to alleviate/eliminate these issues arising in the future.

RECOMMENDATIONS That:

- a) The Town Council is strongly recommended to take the total control of all elements of the Festival, i.e. contracting direct with suppliers for the stage, sound system, etc for the 2012 Festival and beyond and hire those facilities to a commercial promoter should one come forward to provide an event on the Sunday.
- b) The Town Council do not require stall holders, etc to hold Public Liability insurance for future Festivals but they should be requested to sign a statement as a condition of booking saying that they are aware that it is in their interests to carry such insurance and acknowledging receipt of that information.
- c) Discussions/negotiations should be held as soon as the Burntwood Wakes Committee is aware of the type of activities and attractions it wished to book for the 2012 Family Fun Day.

6. 2012 and beyond

RECOMMENDATIONS That:

- a) The "Wakes Unsigned" event on the Friday evening should not be provided in 2012 and future years and thought should be given to an alternative form of entertainment that might be offered in its place.
- b) The Town Council continues to offer the Burntwood Wakes Festival to include entertainment (type to be confirmed) on the Friday evening, the Family Fun Day and, provided adequate funding is identified, a Festival Proms Concert on the Saturday evening.

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- c) The barriers installed in front of the Sponsors Hospitality marquee be replaced with a simple staked rope/tape system in 2012 and future years.
- d) All guests in the Sponsors Hospitality marquee should be required to buy Hospitality Tickets at the 2012 Festival.
- e) The 2012 Burntwood Wakes Festival will take place at Burntwood Rugby Club from Friday 20 – Saturday 21 July (plus Sunday 22 July should an external promoter wish to run an event on that date).
- f) The 2013 Burntwood Wakes Festival will take place at Burntwood Rugby Club from Friday 19 – Saturday 20 July (plus Sunday 21 July should an external promoter wish to run an event on that date).
- g) An initial budget of £40,000 (plus any sponsorship that can be attracted) should be allocated for the 2012 Festival with a proviso that this might be increased to £45,000 subject to a report to the January 2012 Town Council meeting once more details on the 2012 proposed arrangements are known.
- h) An Options Appraisal be undertaken to identify alternative potential venues within Burntwood which might be available to host the Festival at some point in the future.
- i) A request from Neon Sound Studios for permission to use of the marquees on the top field on Thursday 19 July 2012 for an adult version of "Burntwood's Got Talent" be approved in principle, subject to details re hire of the marquee, provision of sound, lighting, etc being negotiated and agreed.
- j) Officer salary costs associated with the Burntwood Wakes Festival to be provided in future (i.e. from 01 April 2012) as these form part of the overall costs of the Festival.

(The Meeting closed at 8.45 p.m.)