



BONEY HAY
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CHASETOWN

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Our Ref: MD

03 April 2014

To: All Members of the Burntwood Wakes Committee
(Councillors Mrs Banevicius, Campbell, Constable, Mrs Evans, Mosson, Mrs Stokes and Taylor)

Copy: B Cooper, Senior Administrative Assistant

Dear Councillor

BURNTWOOD WAKES COMMITTEE

The Burntwood Wakes Committee will meet at the **Town Council's offices, Unit 1 Lambourne House, Bridge Cross Road, Burntwood at 6.00 p.m. on Wednesday 09 April 2014** to consider the following business.

Yours sincerely

Mary Danby (Mrs)
Town Clerk

AGENDA

- 1. APOLOGIES**
- 2. DECLARATIONS OF INTERESTS AND DISPENSATIONS**
- 3. MINUTES**

To approve the Minutes of a Meeting of the Burntwood Wakes Committee held on 10 February 2014 (Minute Nos. 23 - 26) (**ENCLOSURE NO. 1** (presented at the Town Council meeting on 13 March 2014)).

- 4. BURNTWOOD WAKES FESTIVAL 2014**

- To receive a verbal update by the Senior Admin. Assistant on preparations for the Festival's infrastructure (i.e. staging, sound, lighting, fencing, marquees, etc).
- To receive a verbal update by the Town Clerk on preparations for the Festival.

**MINUTES OF A MEETING OF THE BURNTWOOD WAKES COMMITTEE
HELD AT LAMBOURNE HOUSE, BRIDGE CROSS ROAD, BURNTWOOD
ON MONDAY 10 FEBRUARY 2014 COMMENCING AT 6.00 P.M.**

PRESENT

Councillor Taylor (in the Chair)
Councillors Mrs Banevicius, Campbell, Constable, Mrs Evans, Mosson and Mrs Stokes

In attendance

Mrs M Danby, Town Clerk
B Cooper, Senior Administrative Assistant

23. APOLOGIES

None, all Members were present at the meeting.

24. DECLARATIONS OF INTEREST AND DISPENSATIONS

The Town Clerk declared a personal interest with regard to Team Danby (Minute No. 22) as the team is comprised of her family.

25. MINUTES

RESOLVED That the Minutes of the Meeting of the Burntwood Wakes Committee held on 07 January 2014 (Minute Nos. 19 - 22) be approved as a correct record.

26. BURNTWOOD WAKES FESTIVAL 2014

- Mr Cooper advised the Committee that suppliers had held their prices for the majority of the Festival infrastructure - security costs had gone up by 2.2% and quotations were yet to be obtained for First Aid cover.

RESOLVED That the information be received and noted.

- Councillor Taylor advised the Committee that informal discussions were ongoing with regard to additional entertainment to be provided on the stage during the Family Fun Day, such entertainment would not incur additional costs. (The entertainment being progressed included an opportunity for people to learn to play the ukulele and perform en masse towards the end of the afternoon, a performance by the Lichfield & District Folk Dancers and the potential exists for young people to demonstrate new skills learnt in the circus workshop.)

RESOLVED That the information be received and noted.

- Councillor Taylor advised the Committee that informal discussions were ongoing with regard to the opportunity for the Lichfield & District Poultry Club to hold their annual show during the Family Fun Day. (The Show would see the Council providing a cup (to be presented bi-annually) and presentation certificates at an estimated cost of £100 – this figure has already been included in the budget for the Festival.)

RESOLVED That the information be received and noted.

- Councillor Taylor advised the Committee that informal discussions with antique dealers and a militaria expert were ongoing (to take space in the large marquee on the Saturday afternoon).

RESOLVED That the information be received and noted.

- Councillor Taylor advised the Committee that he had spoken informally to the owners of the "Red Dragon Monster Truck" and they had confirmed that they would be willing to provide the vehicle as a static display at the Festival for a fee of £250.

RESOLVED That the Council agree to pay the £250 fee to enable the "Red Dragon Monster Truck" to be present as a static display at the 2014 Festival (subject to weather conditions prevailing at the time).

- The Town Clerk reported that:

- a) The ATC Corp of Drums (based in Lichfield) had confirmed their availability to perform in the main arena as part of the opening and closing of the Family Fun Day for a fee of £200.

RESOLVED That the ATC Corp of Drums be booked at a cost of £200.

- b) The RSPCA Walsall had offered to organise a 5 class dog show to take place in the main arena on the Family Fun Day (split into two sections so that these run in between the professional dog and falcon shows). There would be no fee for organising the show, they would charge an entry fee (to be collected by themselves), have Public Liability insurance, would provide the judges, rosettes/prizes, etc and would generally be self-contained and need no input BTC other than to be included in our publicity in the lead-up to the Festival.

RESOLVED That the RSPCA Walsall be thanked and that they be given permission to arrange a dog show to take place as outlined above.

- c) Team Danby had offered to bring some combat robots to provide a static display and demonstration during the Family Fun Day, there would be no fee charged for their attendance and they would carry Public Liability insurance. A hands free microphone with amplifier and an electrical supply would be required.

RESOLVED That the offer be accepted for Team Danby to attend the Family Fun Day, as outlined above.

- The Town Clerk informed the Committee that free publicity had been arranged via the "Wherecanwego.com" website and entries had been submitted for the Lichfield & District "What's On" booklet, again free of charge.
- Members discussed the possibility of a local champion being invited to formally open the Family Fun Day. Councillor Mrs Stokes mentioned that she knew Rachel France Shepherd, World Taewondo Champion – Councillor Mrs Stokes offered to obtain Rachel's contact details and pass these to the Town Clerk so that contact might be made.

RESOLVED That Rachel France shepherd be invited to formally open the Family Fun Day on 19 July.

(The Meeting closed at 6.45 p.m.)

Signed

Date