



BONEY HAY
BURNTWOOD
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CHASETOWN

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Our Ref: SL/jm

17 September 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 24 September 2014** to consider the following business.

Yours sincerely

Steve Lightfoot
Interim 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 19 June 2014 (Minute Nos. 1 - 5) (**ENCLOSURE NO. 1**).

4. BURNTWOOD WAKES REVIEW COMMITTEE RECOMMENDATIONS

The following recommendations put forward by the Burntwood Wakes Review Committee to the Town Council meeting on 18 September 2014:

- a) Do we need an annual event?
- b) Should a smaller event be organised?
- c) Establishment of a small Working Group tasked with liaising with schools, Rotary, Lions, churches, etc; looking at other potential venues and possible road closures to see an event organised by and for the community
- d) Burntwood Business Community involvement to be sought.

5. BURNTWOOD WAKES FESTIVAL 2015

- To discuss the way forward for the 2015 event in the light of the Burntwood Wakes Review Committee recommendations as set out in Agenda item No. 4 above.
- To consider suggestions on the type of activities, attractions, etc that might be provided for the 2015 event.

**MINUTES OF A MEETING OF THE BURNTWOOD WAKES COMMITTEE
HELD AT LAMBOURNE HOUSE, BRIDGE CROSS ROAD, BURNTWOOD
ON THURSDAY 19 JUNE 2014 COMMENCING AT 6.00 P.M.**

PRESENT

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

In attendance

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

1. APOLOGIES

Councillors Mrs Banevicius and Mosson.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

None declared.

3. MINUTES

RESOLVED That the Minutes of the Meeting of the Burntwood Wakes Committee held on 09 April 2014 (Minute Nos. 27 - 30) be approved as a correct record.

4. BURNTWOOD WAKES FESTIVAL 2014

- Mr Cooper advised the Committee that everything was in place for the Festival weekend and that a site plan was to be completed for the Family Fun Day in the coming days. He also confirmed that he would do a final check on fencing and furniture requirements.
- The latest budget report was tabled at the meeting.
- A discussion took place on whether it would be possible to sell glow sticks, etc at the Tribute Band Concert.

IT WAS AGREED that (a) quotations would be sought for glow sticks and whether it would be possible to find someone able to sell them for the Council at the event and (b) an enquiry would be made of Pat Collins Fun Fairs to see if they would be willing to provide such a stall at the event with, say, a payment being made for the pitch or a percentage (to be agreed) of sales on the night being paid to the Council. Information would be emailed to all Committee Members for decision by Friday 04 July at the latest.

- The Town Clerk confirmed that the marquee would be filled with 24 No. craft stalls, 6 No. public information stands, 12 No. charity stalls and the children's arts and crafts workshops.
- The Town Clerk confirmed that the programmes for the stage and main arena had been completed.
- The Town Clerk confirmed that an invitation had been extended to the Burntwood & District Rotary Club for a representative to attend the meeting so that arrangements could be agreed for their members to sell the entry wristbands for the Tribute Band Concert – regrettably their representative was not present at the meeting. Mr Cooper agreed to make contact with the Club so that the necessary arrangements could be put into place.
- It was noted that there had been only one entry to date for the "Cake Off" competition but it was agreed that we would press ahead in the hope that late entries would be received in the run up to the Family Fun Day.

RESOLVED That:

- a) The above information be received, noted and agreed where necessary.
- b) The estimated expenditure and income as at 19 June 2014 be agreed.

5. BURNTWOOD WAKES FESTIVAL 2015

The Town Clerk advised Members of a meeting that she had had on 12 May 2014 with the Burntwood Leisure Centre General Manager and LDC's Historic Parks Manager to ascertain whether the 2015 Festival could be accommodated on the Burntwood Leisure Centre Campus.

Costs had now been provided by LDC and it was noted that these were excessive, rendering it financially impractical to use the site.

AGREED That a recommendation be put to the Burntwood Wakes Review Committee that the 2015 Festival be held at the Burntwood Rugby Club, as in previous years.

(The Meeting closed at 6.42 p.m.)

Signed

Date