

**MINUTES OF A MEETING OF THE EVENTS COMMITTEE HELD AT
THE OLD MINING COLLEGE CENTRE, QUEEN STREET, BURNTWOOD
ON MONDAY 16 OCTOBER 2018 COMMENCING AT 6:02 PM**

PRESENT

Councillor Mrs Tranter [in the Chair]

Councillors Bamborough, Mrs Conolly [from 6:04 pm], Mrs Evans, Stokes [from 6:07 pm] and Mrs Stokes [from 6:07 pm]

In attendance

Ms J Minor, Senior Administration Officer [SAO]

34. APOLOGIES FOR ABSENCE

Councillor Ennis.

35. DECLARATIONS OF INTERESTS AND DISPENSATIONS

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

36. MINUTES: EVENTS COMMITTEE

RESOLVED That the Minutes of the Meeting of the Events Committee held on 17 September 2018 [Minute Nos. 24-33] be received and where necessary approved and adopted.

37. NOTES OF A MEETING WITH SEVENTEEN 43 MANAGEMENT - 19 SEPTEMBER 2018

Councillor Mrs Tranter informed Members that contact had been made with Freedom Leisure who had in fact confirmed that Saturday 29 June 2019 was available. The Senior Administration Officer confirmed that the relevant form had been completed in order to secure the booking. Councillor Mrs Tranter informed Members that a total cost of £600 had been quoted for 2019 [two pitches, mini pitch and hard core]. The cost for 2018 had been £480.

The Senior Administration Officer informed Members that she had forwarded a food stall application form to Mr Williams in an endeavour to attract more food outlets for 2019.

RESOLVED That the notes of the meeting with Seventeen 43 Management held on 19 September 2018 be received and noted.

38. CHRISTMAS FESTIVAL 2018

Councillor Mrs Tranter informed Members that 400 Christmas presents had recently been purchased. Councillor Mrs Tranter explained that to avoid the scenario of last year [age appropriate presents] 400 advent calendars had been purchased. Members were reminded that there was also 100 presents left over from 2017.

Councillor Mrs Evans asked if a discount had been obtained for the number of advent calendars purchased. Councillor Mrs Tranter confirmed that no discount had been obtained however 40 rolls of Christmas paper had been obtained for free.

Councillor Mrs Evans made reference to the advent calendars and asked if an alternative present was available should any child be allergic to chocolate. Councillor Mrs Tranter confirmed that the 100 presents left over from 2017 were an assortment of presents so an alternative present was available.

Councillor Stokes informed Members that he had visited Chase Plant Hire to discuss the Town Council's requirements.

Councillor Mrs Tranter made reference to the Boney Hay event [26 November 2018] and informed Members that she will be speaking to The Bakery to ascertain if they wanted to have a stall at the event to sell hot food.

38a Temporary Closure of Streets Order

Councillor Mrs Tranter made reference to Minute No. 32a [17 September 2018] and confirmed that the Town Council had applied to Lichfield District Council for a temporary closure of the road to traffic. The street known as the A5190 Cannock Road from the junction of Ironstone Road to the junction of Rugeley Road shall be closed to all vehicular traffic including pedal cycles between the hours of 2.00pm to 8.30pm on Saturday 01 December 2018.

The temporary road closure is to ensure the safety of the stall holders, entertainers and pedestrians. A diversion along Ironstone Road and High Street or Ring Road and Milestone Way would be in place for traffic which would have normally used the closed part of the Cannock Road to the Rugeley Road junction.

It was noted by Members that the Temporary Closure of Streets Order had been granted. It was agreed that Members of the Events Committee would hand deliver the residents letter [circulated and agreed at the meeting] to Water Street, Cross Street, New Street, Princess Close, part of Princess Street and part of Cannock Road.

39. THE OLD MINING COLLEGE CENTRE - SHED

Councillor Mrs Tranter explained to Members that a shed would become available on 31 October 2018 at a cost of £150. Councillor Mrs Tranter confirmed that the £150 would come out of the Events budget. Members felt that £150 was a good price for a shed.

It was **PROPOSED** that the shed would be purchased for £150.

Councillor Mrs Evans asked if the sheds which belonged to the Town Council were covered by insurance.

It was **PROPOSED** that the Senior Administration Officer would investigate whether or not the sheds within the curtilage are covered by the Town Council's insurance.

40. WAKES FESTIVAL 2019

Councillor Mrs Tranter confirmed that Freedom Leisure had confirmed that Saturday 29 June 2018 was acceptable.

Councillor Stokes felt that different types of acts were needed for the arena in 2019 however BFAB Street Dance were excellent and would like to see them perform again in 2019. Councillor Stokes stated that there were a vast amount of acts in the catalogue [re-enactment acts].

Councillor Mrs Evans stated that there was an upcoming careers event due to be held at Chase Terrace Technology College where various different organisations would be having stalls etc. It was **AGREED** that Councillor Mrs Evans would obtain the date and time of the event and that Councillor Mrs Tranter would attend the event if possible.

[The Meeting closed at 6:45 pm]

Signed

Date