

Our Ref: MD

11 September 2013

**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  
Mrs J Bayley, Administrative Assistant

Dear Councillor

### **BURNTWOOD WAKES COMMITTEE**

The Burntwood Wakes Committee will meet in the **Meeting Room, rear of Burntwood Library, Sankeys Corner, Burntwood on Wednesday 18 September 2013 at 6.00 p.m.** to consider the following business.

Yours sincerely

**Mary Danby (Mrs)**  
**Town Clerk**

**PLEASE NOTE THE VENUE AND START TIME FOR THE ABOVE MEETING.**

### **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 July 2013 (Minute Nos. 5-8) (previously presented to the 11 July 2013 meeting of the Town Council – **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 05 September 2013:

- a) The Town Council revert back to the original Burntwood Wakes format and offer only a traditional family fun day to be held on the afternoon of Saturday 18 July 2014. ***(This recommendation was not approved at the Town Council meeting.)***
- b) That the Town Council use the residual funds resulting from (a) above to provide floral displays, etc in the town during the summer months and to provide another event during the year. ***(This recommendation was not approved at the Town Council meeting.)***
- c) A questionnaire be drafted to be put into local shops and publicised by Members seeking townspeople's views on (a) and (b) above. ***(This recommendation was not approved at the Town Council meeting.)***
- d) Staffordshire County Council be approached to ascertain how the Chasewater Country Park might be involved in the 2014 Burntwood Wakes.
- e) Lichfield District Council be approached to ascertain the availability of the Burntwood Leisure Centre campus to host the 2014 Burntwood Wakes family fun day.
- f) A maximum budget of £40,000 ***(subsequently reduced to £35,000 at the Town Council meeting on 05 September 2013)*** (plus any sponsorship that can be attracted) should be allocated for the 2014 Burntwood Wakes should the Town Council opt to retain this as a three day Festival, with the hope that this will be significantly reduced should (a) and (b) above be approved.
- g) The Chairman's Hospitality on the Saturday evening of the Festival be reviewed.

## **5. BURNTWOOD WAKES FESTIVAL 2014**

- To discuss the way forward for the 201 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 2014 event.

## **6. FUTURE MEETING DATES**

Members are requested to note that meetings of the Burntwood Wakes Committee are scheduled to take place on the following dates:

### **2013**

Thursday 07 November

### **2014**

Monday 06 January  
 Monday 10 February  
 Wednesday 09 April  
 Thursday 15 May

**MINUTES OF A MEETING OF THE BURNTWOOD WAKES COMMITTEE  
HELD AT BURNTWOOD LIBRARY, SANKEYS CORNER, BURNTWOOD  
ON WEDNESDAY 10 JULY 2013 COMMENCING AT 6.15 P.M.**

**PRESENT**

Councillor Taylor (in the Chair)

Councillors Mrs Banevicius, Campbell, Constable, Mrs Evans, Mosson (from 6.38 p.m.) and Mrs Stokes

**In attendance**

Mrs M Danby, Town Clerk

B Cooper, Senior Administrative Assistant

**5. APOLOGIES**

None - all Members present.

**6. DECLARATIONS OF INTEREST AND DISPENSATIONS**

Mrs Danby declared a personal interest in Minute No. 8.

**7. MINUTES**

**RESOLVED** That the Minutes of the Meeting of the Burntwood Wakes Committee held on 23 May 2013 (Minute Nos. 1 - 4) be approved as a correct record.

**8. BURNTWOOD WAKES FESTIVAL 2013 - UPDATE**

Members were advised that:

- Over 40 sponsors had been secured, many of which would be represented in the marquee (either in person or by information on tables).
- Some of the 2012 Festival sponsors had not come back this year.
- Two local caterers were providing refreshments free of charge in the Green Room for artistes and crew on the Friday evening and Sunday afternoon.
- Jacob Wellfair had agreed to perform the two live music sets on the Saturday afternoon for a fee of £125 (Mrs Danby declared a personal interest as Mr Wellfair is her nephew).
- Storage of items after the Festival has been offered by the Burntwood Rugby Club (currently stored in an employee's personal garage) - offer accepted subject to suitable cover being provided by the Town Council's insurers.
- A total of £2,155 had been obtained from County Councillors.

Councillor Taylor thanked the Town Clerk and Mr Cooper for their hard work in getting everything organised for this year's Festival.

(The Meeting closed at 6.54 p.m.)

Signed .....

Date .....