

**MINUTES OF A MEETING OF THE EVENTS COMMITTEE HELD AT  
THE OLD MINING COLLEGE CENTRE, QUEEN STREET, BURNTWOOD  
ON MONDAY 05 DECEMBER 2016 COMMENCING AT 6.05 PM**

**PRESENT**

Councillor Mrs Tranter (in the Chair)  
Councillors Bamborough, Mrs Conolly, Ennis, Stokes and Mrs Stokes

**In attendance**

Ms J Minor, Senior Administration Officer  
N Caine, Direct Services Manager  
Councillor Mrs Evans

**22. APOLOGIES FOR ABSENCE**

Councillor Mrs Woodward.

**23. 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.

**24. MINUTES: EVENTS COMMITTEE**

**RESOLVED** That the Minutes of the Meeting of the Events Committee held on 31 October 2016 (Minute Nos. 14-21) be received and where necessary approved and adopted.

**25. MINUTES: CHRISTMAS FESTIVAL SUB-COMMITTEE**

**RESOLVED** That the Minutes of the Meetings of the Christmas Festival Sub-Committee held on 09 November 2016 (Minute Nos. 16-28) and 28 November 2016 (Minute Nos. 29-37) be received and where necessary approved and adopted.

**26. REVIEW OF CHRISTMAS FESTIVAL**

Councillor Stokes, as Chairman of the Christmas Festival Sub-Committee, thanked everyone who had been involved in the event e.g. helpers, organisers etc and confirmed that the feedback that he had received on the night had been tremendous and that the event had attracted over 4,000 people.

Members made reference to the Burntwood Rotary Club Santa and even though it was noted that the Burntwood Rotary Club did not leave until approximately 7.20 pm the movement of the children was too slow and that this needed to be addressed for next year.

Members were informed that Mitchell Chance of Pro Freight Solutions Limited (the sponsor for the Christmas presents) had been at the event.

Councillor Mrs Tranter informed Members that two negatives had been received (one from a resident regarding the traffic diversion along New Street and one from the caretaker of the Burntwood Town Shopping Centre regarding in particular the amount of rubbish left on site).

With regard to the traffic diversion along New Street, Members were informed that the access/egress into New Street was tight and it was suggested that notices be erected on the Skoda traffic island directing the traffic towards the bypass.

With regard to the amount of rubbish left on site, this was disputed by Members, as the area had been scanned for litter and the black bags collected were placed in the former Tesco Express Store. It was **AGREED** that a letter be sent to the complainants and a thank you card be purchased for the security guard at the former Tesco Express Store.

Councillor Mrs Tranter informed Members that on a positive note, good feedback had been received on twitter, Facebook and streetlife.

The DSM suggested that a co-ordinated road closure needed to be in place for the next event.

Members were informed that youths were entering the event via McDonalds on bicycles and this had disrupted the movement of the festival train. The incident had been reported to 101 and Members had been informed that the police were watching the situation on the CCTV and that the youths were known to them.

Members were informed that tremendous feedback had been received regarding the over ten's funfair ride namely "scream" and it was **AGREED** that this ride be booked for the Wakes Festival 2017 at a cost of £600.

**27. UPDATE ON BOOKINGS/ATTRACTIONS/FLYBALL (LDC BOWER)/PPL LICENCE AND PRS LICENCE FOR WAKES FESTIVAL 2017**

Councillor Stokes informed Members that John Donnelly had suggested a classic car and classic bike show for the Wakes Festival 2017 at nil cost to the Town Council. Mr Donnelly would organise and set up the show. £30 would be charged per car or bike. Members were informed that Stuart Hoddinott, the Manager at BLC had agreed to this. Members were informed that the Wakes Festival 2017 would clash with the Cars in the Park in Beacon Park. Members suggested that the classic cars/bikes would be situated where the inflatables were this year.

It was **AGREED** that the Punch and Judy entertainer would be approached again for the 2017 Festival.

It was **AGREED** that one padlocked skip would be ordered for the Wakes Festival.

Councillor Stokes informed Members that Ralph Jennings owner of several care homes in Burntwood was interested in becoming involved in the Wakes Festival.

Members made reference to Minute No. 17 - Stalls (12 October 2016) "It was **RECOMMENDED** that craft stallholders would be charged at £5 per pitch and charities/local community groups would be free and food stallholders would be charged at £30 per pitch". It was **AGREED** that food stallholders would be charged at £40 per pitch.

It was **AGREED** that a meeting of the Wakes Festival Sub-Committee would be held mid-January 2017.

**28. DISCOUNT FROM LDC**

Councillor Mrs Tranter informed Members that she had spoken to Councillor Andrew Smith, Cabinet Member for Leisure and Parks, LDC who had agreed to a 25% discount for the hire of the pitches at BLC (25% discount would be deducted off the new pricing structure).

**29. CAR PARKING/COMMUNITY TRANSPORT**

Councillor Ennis informed Members that he had spoken to Travel Wood Mini Bus Hire who had informed him that they would be happy to provide the vehicles and petrol free of charges, however, a donation would be needed towards driver expenses. It was **AGREED** that this would be an agenda item for the next Wakes Festival Sub-Committee Meeting.

Members asked if the no parking apart from the disabled at BLC could be made clearer on the publicity material.

**30. QUOTATION FROM GARY WILLIAMS, SEVENTEEN 43 MANAGEMENT**

Members were informed that even though KP Events would not be on board for the Wakes Festival 2017, Seventeen43 Limited were keen to be involved. It was **AGREED** that the quotation from Seventeen43 Limited in the sum of £1,885 be accepted.

**31. STREET PROCESSION**

Members felt that the Wakes Festival needed to be "spot on" before introducing a street procession as this would involve for instance SCC, the Police etc.

**32. SECURITY**

It was **AGREED** that Councillor Bamborough would provide the contact details for another security company so that a comparison quotation could be obtained.

**33. NOTES OF A MEETING WITH THE COMMUNITY SAFETY OFFICER**

Councillor Mrs Tranter informed Members that, together with the SAO, had met Lucie Ferneyhough, Community Safety Officer, LDC. Councillor Mrs Tranter explained that the Community Safety Partnership were in the process of organising an event where agencies could showcase their services and educate the public, for instance on cybercrime, personal safety, scams, alcohol and drugs, fire safety etc. Ms Ferneyhough had asked if BTC would need a contribution towards the cost involved and Councillor Mrs Tranter had suggested £500 (which was not deemed unreasonable by Ms Ferneyhough). It was agreed that Ms Ferneyhough would draw up a list of potential agencies and it was **AGREED** that once received this would be forwarded to Members.

**34. PLAY IN THE PARKS**

It was **AGREED** that a meeting of the Play in the Parks Sub-Committee would be held mid-January 2017.

**35. EASTER EVENT**

Councillor Mrs Tranter suggested an Easter egg hunt, best made Easter egg, best Easter picture.

**36. LEFT OVER CHRISTMAS PRESENTS**

Members were informed that presents were left over from the Christmas Festival event. It was **AGREED** that Beacon Community Church, Pathway Project, Spark (Burntwood) CIC and St John's Community Church (Christmas Day Lunch) be approached to ascertain if the remaining Christmas presents could be distributed to them.

(The Meeting closed at 7.22 pm)

Signed .....

Date .....