

MINUTES OF A MEETING OF THE EVENTS COMMITTEE HELD AT
THE OLD MINING COLLEGE CENTRE, QUEEN STREET, BURNTWOOD
ON MONDAY 13 NOVEMBER 2017 COMMENCING AT 5:55 PM

PRESENT

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

In attendance

Ms J Minor, Senior Administration Officer (SAO)
N Caine, Direct Services Manager (DSM)

One member of the public

36. APOLOGIES FOR ABSENCE

Councillors Bamborough and Mrs Evans.

37. 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.

38. MINUTES: EVENTS COMMITTEE

Councillor Stokes made reference to Minute No. 35 (Minutes: Christmas Festival Sub Committee) and asked the DSM how many barriers would be needed as he needed to inform Chase Plant Hire Limited of what was required. The DSM stated that we would require a minimum of six barriers (plastic) and some diversion signs.

Councillor Mrs Tranter confirmed that no barriers would be needed for the Boney Hay event. Councillor Stokes stated that cones would be needed at the Boney Hay event (corner of Bells Lane/Longfellow Road - 6 in total).

It was **AGREED** that the bubble machines and snow machines would be used at all three events.

With regard to the warming of the hot refreshments, it was **AGREED** that the DSM together with Councillor Mrs Tranter would provide the burners (2) and Councillor Stokes would provide the pots (2) and a ladle.

RESOLVED That the Minutes of the Meeting of the Events Committee held on 09 October 2017 (Minute Nos. 32-35) be received and where necessary approved and adopted.

39. MINUTES: WAKES FESTIVAL SUB COMMITTEE

Councillor Mrs Stokes made reference to Minute No. 8 (Wakes Festival Update) and the lack of response from the Whittington Barracks re-enactment. Councillor Mrs Stokes stated that she had spoken to Mr Edwin Field (Military Historian) that she had met recently at Lichfield Cathedral. Councillor Mrs Stokes confirmed that costs would be involved however Mr Field was yet to provide these and firm details.

Councillor Stokes made reference to the official opening of the Wakes and it was **AGREED** that Councillor Mrs Stokes would make enquiries.

RESOLVED That the Minutes of the Meeting of the Wakes Festival Sub Committee held on 09 October 2017 (Minute Nos. 4-8) be received and where necessary approved and adopted.

40. NOTES: MEETING WITH COCKER HOOP CREATIVE

Councillor Mrs Tranter made reference to an email received on 13 November 2017 from Mr Arrowsmith, Managing Director, Cocker Hoop Creative apologising for the delay and confirming that a member of his team was currently looking at the options available to BTC.

RESOLVED That the Notes of the Meeting held with Cocker Hoop Creative on 05 October 2017 be received and noted.

Councillor Mrs Tranter made reference to a meeting which had been held with representatives from the BBC/Shop Burntwood.

41. NOTES: MEETING WITH PASTOR LEWIS

Councillor Mrs Tranter explained the purpose of the meeting with Pastor Lewis. Pastor Lewis had asked that St John Ambulance be situated in Emmanuel Church. However, Councillor Mrs Tranter stated that St John Ambulance needed to be centralised however it had been agreed that Pastor Lewis would be provided with one of BTC's walkie talkies.

Due to the footfall that were attracted to Emmanuel Church last year due to the mini zoo, Pastor Lewis asked if the mini zoo could provide additional staff to assist. The SAO confirmed that two staff would be provided.

Councillor Stokes confirmed that he had spoken to Gareth Williamson, Youth for Christ and it was **AGREED** that the cage football would be sighted outside Co-op Travel and that Councillor Stokes would speak to Mr Williamson direct.

The SAO made reference to an email that she had received from Angela Brady, Secretary, BBC (Burntwood Pets and Stuff) and confirmed that Angela had mentioned that three people had expressed an interest in putting a stall up on the 02 December. Angela had stated that these stalls would be located under the canopy in the precinct.

The SAO made reference to the residents letters that needed to be delivered for the 02 December event and it was **AGREED** that Ward Members would be asked if they could assist.

Alternatively, it was **AGREED** that Councillor Mrs Conolly together with Mr Conolly would deliver the letters.

The SAO made reference to stall holders and in particular access etc and it was **AGREED** that the stall holders would be asked to be set up and ready for 3:30 pm, would gain access via Water Street through the manned cones and would park at the back of the former Tesco building.

Councillor Mrs Tranter made reference to an email which had been received from Rakesh Doal, Director for and on behalf of Taylor Grange Developments Limited (former Tesco store) who had agreed that BTC could use the frontage again and that we needed to liaise with Carlos regarding gaining access, as and when required. Councillor Mrs Tranter stated that she had recently seen the security guard and had mentioned this to him.

Councillor Mrs Tranter made reference to an email which had been received from Emily Taylor (University of Birmingham) who had asked if a small group of woodwind players (herself and her students) could play at the Christmas Festival on 02 December. It was **AGREED** that the SAO would forward an email to Ms Taylor agreeing to their request (on the proviso that they bring their own gazebo, chairs etc) and that they would be sighted next to Chris Pugh.

Councillor Mrs Tranter made reference to notes of a meeting held on 08 November 2017 regarding the Christmas programme competition. Members were informed that 100 entries had been received.

Sankey's Corner Event 5-7 Category

Members decided on the 1st, 2nd and 3rd winners however it was agreed that 100 programmes would be run off with the 1st winning entry, 100 programmes would be run off with the 2nd winning entry and 100 programmes would be run off with the 3rd winning entry.

Sankey's Corner Event 8-11 Category

Members decided on the 1st, 2nd and 3rd winners however it was agreed that 100 programmes would be run off with the 1st winning entry, 100 programmes would be run off with the 2nd winning entry and 100 programmes would be run off with the 3rd winning entry.

Chasetown and Boney Hay Events

Members felt that the entries which had been received were tremendous and it was agreed that one of the entries would go onto the Chasetown event programme and one of the entries would go onto the Boney Hay event programme. It was agreed that 100 copies would be run off for the Bells Lane event and 100 copies would be run off for the High Street, Chasetown event.

Chairman's Civic/Carol Services 17 December 2017

It was agreed that one of the entries would go onto the front cover of the Civic/Carol Service and one of the entries would go onto the back cover. It was **AGREED** that the cost of the prizes would come out of the Civic Budget.

42. NOTES: MEETING WITH BURNTWOOD LIBRARY

Councillor Mrs Tranter explained the purpose of the meeting with the Library and the concerns raised by Ms Chambers, Burntwood Library regarding the proposed queuing system. Councillor Mrs Stokes suggested a bell to indicate a maximum of 1½ minutes. It was **AGREED** that Councillor Mrs Stokes would provide the bell and perhaps the elves could ring it.

43. FORTHCOMING MEETING WITH BURNTWOOD LEISURE CENTRE

Councillor Ennis felt that BTC already knew what we were doing and we needed to obtain from BLC what they were offering. Councillor Mrs Stokes felt that BLC were riding on our shirt tails. Councillor Ennis stated that BLC had a big issue with lack of staff. Councillor Mrs Tranter suggested that BLC could perhaps help financially as they were proposing to charge us more but offering nothing. Members suggested table tennis, basketball, use of the astro turf. Councillor Mrs Tranter mentioned that the dog bins and grass cutting needed to be looked at.

(The Meeting closed at 7:00 pm)

Signed

Date