

**MINUTES OF A MEETING OF THE EVENTS COMMITTEE HELD AT
THE OLD MINING COLLEGE CENTRE, QUEEN STREET, BURNTWOOD
ON MONDAY 22 MAY 2017 COMMENCING AT 6.00 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
One member of the public

1. APOLOGIES FOR ABSENCE

Councillor Mrs Woodward.

2. 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.

3. MINUTES: EVENTS COMMITTEE

RESOLVED That the Minutes of the Meeting of the Events Committee held on 24 April 2017 (Minute Nos. 65-74) be received and where necessary approved and adopted.

4. PLAY IN THE PARKS UPDATE

Councillor Mrs Tranter gave a brief update on how Play in the Parks was progressing and informed Members that the Town Council had been successful in their funding applications to Bromford (£300) and the Small Project Fund (Lichfield District Safer Community Partnership (£300)).

Members agreed that the front of the Play in the Parks flyer was acceptable however Members felt that on the reverse (advertising the Wakes Festival) needed to promote more of the Wakes and needed to reflect the advertisement which would appear in the TownTrader.

5. WAKES FESTIVAL 2017 UPDATE

Councillor Mrs Stokes gave a brief update on how the Wakes Festival was progressing and informed Members that she had spoken to Mr Donnelly who was dealing with the Classic Car Show part of the Wakes Festival. Mr Donnelly had informed Councillor Mrs Stokes that no entries had been received to date however the Classic Car Show was being advertised in the Classic Car Magazine and on their own website. Councillor Mrs Stokes informed

Members that the Lichfield Cars in the Park had been oversubscribed and it was **AGREED** that an email would be sent to Lichfield Rotary (St Chads).

Members felt that the programme for the Wakes Festival could not be finalised as there may not be a classic car show but a classic car display as Mr Donnelly had indicated that he could bring along a couple of classic cars. It was **AGREED** that Councillor Mrs Stokes would speak to Mr Donnelly to ascertain the best way forward (i.e. £5 entry fee with no competition or trophies etc).

As there may not be a classic car show and in light of the timescale for the TownTrader advert Members **AGREED** that the advert should include the wording "including Classic Car Display" and not Classic Car Show.

Councillor Mrs Stokes informed Members that there would be 14/15 attending from the Staffordshire Corps of Drums and that Mr Hoddinott, Manager, Burntwood Leisure Centre had agreed that the Town Council could use 2 changing rooms (1 male and 1 female) and the seating in the café area. Councillor Stokes informed Members that the cost of tea, coffee or hot chocolate from the vending machine was 60p, however, water was more costly. It was **AGREED** that each member of the Staffordshire Corps of Drums would be supplied with 2 drinks each (i.e. £1.20) and refreshments (i.e. biscuits and an assortment of cakes). Councillor Stokes informed Members that he would approach Aldi for a donation of water.

The Direct Services Manager asked for clarification regarding gazebos etc and it was **AGREED** that 4 gazebos would be needed, 3 tables, 2 chairs, mega phone, radios, buckets, sponges and 1 bin.

Councillor Mrs Tranter informed Members that the Town Council was still awaiting the outcome of their funding application to LDC/We Love Lichfield.

As there may not be a classic car show it was **AGREED** by Members that the residents letter (to include a programme if possible) to be hand delivered by Councillor Ennis (Cherry Close, right side of Poplar Avenue and right side of Baker Street) would say "classic car display".

6. CHRISTMAS FESTIVAL 2017 UPDATE

Councillor Stokes gave a brief update on how the Christmas Festival was progressing and Councillor Mrs Tranter informed Members that the Town Council had been successful in their funding applications to Bromford (£300).

Councillor Mrs Tranter informed Members that Mr D Bennett had indicated to her that he wished to sponsor the Christmas Festival but had not indicated by how much.

7. EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED That under the Public Bodies (Admissions to Meeting) Act 1960 (Section 2) (and as expended by Section 100 of the Local Government Act 1972), the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information.

8. CONFIDENTIAL MINUTES: EVENTS COMMITTEE

RESOLVED That the Confidential Minutes of the Meeting of the Events Committee held on 24 April 2017 (Minute Nos. 73-74) be received and where necessary approved and adopted.

(The Meeting closed at 6.50 pm)

Signed

Date