

Our Ref: MD

15 May 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

You are invited to attend a meeting of the Burntwood Wakes Committee at **Burntwood Town Council's office, Unit 1 Lambourne House, Bridge Cross Road, Burntwood on Thursday 23 May 2013 commencing at 6.00 pm.**

Yours sincerely

Mary Danby (Mrs)
Town Clerk

PLEASE NOTE THE VENUE FOR THE MEETING.

AGENDA

- 1. APOLOGIES**

- 2. DECLARATIONS OF INTEREST**

- 3. MINUTES**

To approve the Minutes of a Meeting of the Burntwood Wakes Committee held on 18 April 2013 (Minute Nos. 32 - 35) (**ENCLOSURE NO. 1**).

4. BURNTWOOD WAKES FESTIVAL 2013 - UPDATE

- To receive a verbal update on progress to date.
- To receive the Estimates for the Festival (as at 09 May 2013) (**ENCLOSURE NO. 2**)

**MINUTES OF A MEETING OF THE BURNTWOOD WAKES COMMITTEE
HELD AT BURNTWOOD LIBRARY, SANKEYS CORNER, BURNTWOOD
ON THURSDAY 18 APRIL 2013 COMMENCING AT 6.15 P.M.**

PRESENT

Councillor Taylor (in the Chair)
Councillors Mrs Banevicius, Campbell, Constable (from 6.40 p.m.) and Mrs Evans

In attendance

Mrs M Danby, Town Clerk
B Cooper, Senior Admin Assistant

32. APOLOGIES

Councillors Mosson and Mrs Stokes.

33. DECLARATIONS OF INTEREST AND DISPENSATIONS

None declared.

34. MINUTES

RESOLVED That the Minutes of the Meeting of the Burntwood Wakes Committee held on 24 January 2013 (Minute Nos. 28 - 31) be received and approved as a correct record.

35. BURNTWOOD WAKES FESTIVAL 2013 - UPDATE

Members were advised that:

35.1 Stephen Sutton

An approach had been made on Stephen Sutton's behalf that he be given an opportunity to play the drums at a large public event (one of Stephen's "bucket list" wishes). "The Beatless" had confirmed that they were happy for Stephen to play as part of their set on the Friday evening, subject only to him being well enough to play. **AGREED** That Members were happy to afford Stephen the opportunity to fulfil one of his wishes.

35.2 Craft Fayre and Public Information Marquees

The Town Clerk reported that bookings for both marquees was currently very low. A Press Release had been issued encouraging "crafters" to come forward and local organisations were to be chased/contacted for spaces within the Public Information marquee.

A suggestion was put forward that the Public Information marquee and the Sponsors' area could be combined within one large marquee rather than separately. **AGREED** That comparative quotations be brought to the next meeting for decision.

35.3 **Infrastructure, etc**

Mr Cooper reported that many suppliers had held their prices at those quoted for the 2012 Festival, though he noted that First Aid cover would be more expensive this year as bookings have to be made via Regional Offices, not local contacts. Security fencing will be slightly more expensive this year and a quotation for policing was awaited.

35.4 Mr Cooper reported that a local company was prepared to dig out an area and create a solid area rather than the temporary road used in previous years. The cost to the Council would be £1,500 - the same amount as budgeted for the temporary road. **AGREED** That the £1,500 be used towards the cost of providing a solid area on the proviso that the Burntwood Rugby Club gives an undertaking that the Council can use the site for the Wakes Festival until at least 2016.

35.5 The Town Clerk confirmed that County Councillors and LCP would be contacted for sponsorship and that an application will be made to the SCC Community Arts Fund.

35.6 Councillor Taylor said that he would be approaching local businesses for sponsorship - Councillors Campbell and Mrs Evans said they would assist wherever possible.

35.7 Councillors Campbell and Mrs Evans said that if sponsorship levels are not attained it will create a budget problem which would need to be addressed.

(The Meeting closed at 6.52 p.m.)

Signed

Date