

**MINUTES OF A MEETING OF THE EVENTS COMMITTEE HELD AT
THE OLD MINING COLLEGE CENTRE, QUEEN STREET, BURNTWOOD
ON MONDAY 25 JUNE 2018 COMMENCING AT 6:03 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 (SAO)
N Caine, Direct Services Manager

15. APOLOGIES FOR ABSENCE

Councillor Mrs Evans.

16. 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.

Councillor Ennis declared a disclosable non-pecuniary interest in respect of any items of business which relate to the BBC.

17. MINUTES: EVENTS COMMITTEE

RESOLVED That the Minutes of the Meeting of the Events Committee held on 23 May 2018 (Minute Nos. 1-14) be received and where necessary approved and adopted.

18. NOTES OF A MEETING WITH SEVENTEEN 43 MANAGEMENT

Councillor Stokes made reference to the Football Academy and the stocks. Councillor Mrs Tranter explained that the stocks were at Open House and that the DSM would be contacting the Football Academy to firm up details [i.e. if the stocks would be manned].

RESOLVED That the notes of the meeting with Seventeen 43 Management held on 06 June 2018 be received and noted.

19. NOTES OF A MEETING WITH KP EVENTS

Councillor Mrs Tranter made reference to Minute No. 10 [Events Committee - 23 May 2018] where it was previously agreed that the Town Council would make a contribution of £2,085

towards the Worlds Shortest Fun Run on the proviso that Councillor Stokes would obtain the relevant barriers, cones etc. However following further consultation with KP Events and Councillor Stokes it would appear that £400 for barriers, cones, signage etc would be good value for money.

Councillor Mrs Tranter explained that the event would now be held on Sunday 09 September and not Sunday 16 September due to a baptism booking at Christ Church. Councillor Mrs Tranter stated that Mr Wilson had confirmed that the start time would now be 12:30 pm which had been agreed with the Reverend Mattocks. It was noted that as the Reverend Mattocks would be leaving her post as Vicar of Christ Church in early August the contact would be Judith Burton, Church Warden who Mr Wilson was hoping to meet within the next week or so.

Councillor Mrs Tranter confirmed that she had spoken to Sean Lawless [ice cream van] and it was **PROPOSED** that the SAO would email Mr Lawless that the ice cream van needed to be in situ by 12 noon.

Councillor Mrs Tranter stated that County Councillor Mrs Fisher would be donating £500 [Staffordshire Local Community Fund] and Bromford would be donating £300 [You Can Foundation] towards the event.

Councillor Mrs Tranter suggested a further meeting was needed with KP Events to firm up the arrangements etc.

Councillor Mrs Tranter asked if Mr Wilson had contacted Portland in America to ascertain the dimensions of the “smallest” park, if he had contacted the Guinness Book of Records to clarify the definition of a park and if he had produced the residents’ letter. It was **PROPOSED** the SAO would email Mr Wilson.

It was **PROPOSED** that Councillor Mrs Stokes would speak to Burntwood In-Sight Group to ascertain if they would be prepared to undertake the creation of a “park within a park”.

Members felt that the example entry form which had been supplied by Mr Wilson [dated Monday 06 May 2013] needed more than just logo changes and date changes etc.

The SAO made reference to the example Temporary Closure of Streets Order supplied by Mr Wilson [dated Monday 02 May 2016] and felt that the hours of 9:30 hrs and 3:30 hrs needed to be looked at in light of the fact that the starting time was now 12:30 pm.

RESOLVED THAT

- a. The notes of the meeting with K P Events held on 12 June 2018 be received and noted.
- b. The Town Council make a contribution of £2,485 towards the Worlds Shortest Fun Run.

20. NOTES OF A MEETING WITH PAT COLLINS FUNFAIRS

Councillor Stokes explained that photographs of the flooding was shown to Councillors on 18 June 2018. The DSM stated that he had contacted different firms which provide funfair rides and had obtained prices [ranging from £1,500 for a Miami/scream ride and £2,000 for bumpers].

It was **PROPOSED** that the SAO would contact Mr Harris Senior to ascertain if he had managed to obtain an additional ride.

Members felt that Pat Collins Funfair should be made fully aware if a ride was booked from another company as Councillor Ennis felt that it would not be worth muddying the relationship with Pat Collins Funfairs and he personally would not be happy to pay £1,500 for a funfair ride. Councillor Mrs Tranter explained that the price for the Miami/scream ride should be in the region of £1,500 however it is only because she negotiates a good price that we get it cheaper.

Councillor Ennis suggested that we ask Pat Collins Funfairs what size of generator is needed for the Miami/scream ride so that Councillor Stokes may approach Chase Plant Hire for a price.

Reference was made regarding Mrs Harris' comments that she needed the Wakes Festival 2019 date sooner rather than later and Members felt that next year's date for the Wakes Festival would be decided after the 30 June 2018 event.

RESOLVED That the notes of a meeting with Pat Collins Funfairs held on 18 June 2018 be received and noted.

21. **WAKES FESTIVAL 2018 UPDATE**

Councillor Mrs Stokes asked if Travelwood were up to speed and Councillor Ennis stated that he had spoken to Travelwood who were totally on board and up to speed.

Councillor Stokes stated that he would be meeting with Mr Williams [Seventeen 43 Management] on Tuesday 26 June to finalise the map/site layout and on Friday 29 June to mark out the stall pitches etc.

Councillor Stokes stated that he would be visiting Chase Plant Hire on Tuesday 26 June to firm up the requirements for the day [arrival times etc].

Councillor Stokes asked if the residents' letters had been delivered and the SAO confirmed that the letters had been produced some weeks ago and Councillor Ennis stated that he had delivered all of the letters.

It was confirmed that three gazebos would be needed on the day [i.e. first aid, face painter and Town Council/PA].

Councillor Stokes stated that Mr and Mrs Warfield had got a number of marquees/gazebos which the Town Council could borrow if required. It was **PROPOSED** that Councillor Stokes would speak to Mr and Mrs Warfield to ascertain sizes etc and how the marquees/gazebos would be transported to the venue.

The DSM raised concerns regarding the securing down of the gazebos [following a recent press report which had resulted in imprisonment]. The DSM explained that following consultation with Councillor Mrs Tranter he had purchased several items in order that the gazebos were securely anchored down.

It was confirmed that the bubble machines, tables, chairs, bins, black bags, banners, walkie talkies and red tape were needed on the day.

Councillor Mrs Stokes felt that the current banners around the town advertising the Wakes looked shabby.

Members felt that the draft programme was fit for purpose apart from two changes [change the 4th year to the 3rd year and change the Uttoxeter Heart of Oak Morris Men from 3.35 pm to 3.15 pm]. It was **PROPOSED** that 600 copies would be produced.

22. PLAY IN THE PARKS 2018 UPDATE

Councillor Mrs Tranter explained that everything was on track and booked. However, the DSM raised concerns regarding first aid provision at the events and felt that St John Ambulance should be at every event due to the number of people who now attend the events and the fact that he would be expected to erect gazebos, etc.

Councillor Mrs Tranter stated that there had been very few incidents in the past and explained that the newly appointed Caretaker would be involved in the events and Park Rangers would also be on hand to assist [LDC parks only].

Councillor Mrs Tranter explained that The Bakery, Chasetown would be attending the events and that she had discussed the demographic of the events with Shelley and it had been agreed that Shelley would bring a gazebo with the facility to sell items for £1.

Councillor Mrs Tranter explained that Celia Houghton would be producing smaller letters/ words so that these could be transportable.

23. CHRISTMAS FESTIVAL 2018 UPDATE

Councillor Stokes explained that everything was on track for the event and that a further meeting had been booked with Pat Collins Funfairs [03 July 2018] and Burntwood Library [05 November 2018].

It was **PROPOSED** that the events on 26 November [Bells Lane, Boney Hay] and 28 November [High Street, Chasetown] would be basically the same as last year.

(The Meeting closed at 7:22 pm)

Signed

Date