

Our Ref: MD

24 February 2012

**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

**CFI:** Mrs J Bayley, Administrative Assistant

Dear Councillor

**BURNTWOOD WAKES COMMITTEE**

You are invited to attend a meeting of the Burntwood Wakes Committee at the **Town Council's offices, Unit 1 Lambourne House, Bridge Cross Road, Burntwood on Tuesday 06 March 2012 commencing at 6 pm** to consider the following business.

Yours sincerely

**Mary Danby (Mrs)**  
**Town Clerk**

**AGENDA**

**1. APOLOGIES**

**2. DECLARATIONS OF INTEREST**

**3. MINUTES**

To approve the Minutes of the Meeting of the Burntwood Wakes Committee held on 26 January 2012 (Minute Nos. 20 – 23) (**GREEN ENCLOSURE**).

**4. BURNTWOOD WAKES FESTIVAL 2012 – UPDATE**

#### **4.1 Update re staging, etc (Minute No. 23.6 refers)**

To receive full details of the stage, sound system, etc (verbal update by Mr Cooper)

#### **4.2 Budgeted Expenditure/Anticipated Sponsorship – Update (to be tabled at the meeting) (Minute No. 23.6 refers)**

### **5. SUNDAY 22 JULY – PROPOSED FOLK CONCERT**

Despite attempts to secure an external promoter no-one has agreed to take up the opportunity to stage an event similar to those held in previous years (BWC Minute No. 23.6 refers).

An opportunity has arisen for a Folk Concert to be held from 2pm – 6pm and several folk bands have already expressed an interest in performing on that date for no payment (other than light refreshments being provided). It has already been put to the bands that there would be no entry fees charged for the afternoon concert. It should be noted that sponsorship is being sought to defray some of the costs of the proposed concert.

The proposed folk concert would see the Town Council being responsible for staging the event, i.e. security, stage, sound, lighting, etc – financial figures will be tabled at the meeting.

Members are requested to consider whether they wish to make a recommendation to the Town Council that the proposed Folk Concert be staged subject to:

- None of the bands to be paid to appear
- Light refreshments to be provided for the various bands
- No entry fee to be charged

**MINUTES OF A MEETING OF THE BURNTWOOD WAKES COMMITTEE  
HELD AT BURNTWOOD LIBRARY, SANKEYS CORNER  
ON THURSDAY 26 JANUARY 2012 COMMENCING AT 6.00 P.M.**

**Present**

Councillor Taylor in the Chair  
Councillors Mrs Banevicius, Campbell, Mrs Evans and Mrs Stokes

**In attendance**

Mrs Mary Danby, Town Clerk  
Brian Cooper, Senior Administrative Assistant

**20. APOLOGIES**

Councillor Mosson

**21. DECLARATIONS OF INTEREST**

Councillor Mrs Banevicius declared a personal interest with regard to Minute No. 23.1.

Councillor Constable declared a personal interest with regard to Minute No. 23.3 (Company B).

Councillor Taylor declared a personal interest with regard to Minute No. 23.1.

**22. MINUTES**

**RESOLVED** That the Minutes of the meeting of the Burntwood Wakes Committee held on 27 October 2011 (Minute Nos. 16 - 19) be received and approved as a correct record.

**23. BURNTWOOD WAKES FESTIVAL: 20 – 21 JULY 2012**

**23.1 Tribute bands night: Friday 20 July**

Several Committee Members and the Town Clerk had recently seen "Beatless", a local Beatles tribute band perform and were of the opinion that they would be suitable for the BWF Tribute Bands Night. The band has confirmed that their fee would be £550, payable at the event.

**RESOLVED** That "Beatless" be engaged to perform as the support act on Friday 20 July 2012 and that the fee of £550 be agreed.

**23.2 Craft Workshop – Family Fun Day: Saturday 21 July**

A quotation had been received to deliver a "Jazzy name plates" workshop catering for up to 500 participants at a cost of £489.40 (includes all materials). The Town Council would be required to provide tables/chairs to seat approximately 24 young people, as in 2011. The workshop would run as a "drop in" activity as places become available.

**RESOLVED** That Crazy Mary Crafts be engaged to deliver the "Jazzy name plates" workshop, as described above at a cost of £489.40 (to include all materials).

### **23.3 Fireworks Finale – Burntwood Festival Proms: Saturday 21 July**

Two quotations had been received to provide a Fireworks Finale at the conclusion of the Festival Proms:

#### **Company A**

- a) A 10 minute display for £1,000 (plus VAT)
- b) A 15 minute display for £1,500 (plus VAT)

The company had also provided the following information:

"Please bear in mind that it is almost impossible to compare quotes from different firework companies as the products used will not be the same. We design our own fireworks and import them directly from our factory in the Far East, so you do get genuine factory prices and many effects that are totally unique to us.

It is also important to remember that if you fire before 10.00pm in July the fireworks need to be quite specialised, otherwise they won't be seen as it is barely dusk. We stock an excellent range of products that are designed for use in such conditions.

Having said that, if price is a key factor for you, we will be happy to provide a 15 minute display, with an enhanced finale (encore) at £1,250 plus VAT.

We would actually recommend that, for an even more spectacular show, it is worth considering a 10 or 12 minute display (keeping the expenditure at £1,250 plus VAT). 15 minutes is a relatively long time for a proms finale; most equivalent displays are 5 to 10 minutes. We could then give an even greater concentration of fireworks. The key factor in the determination of how visually impressive a display is, as far as spectators are concerned, is the 'expenditure per minute'. Long and drawn out, low budget displays are rarely well received."

#### **Company B**

Would normally charge £750 (plus VAT) for a 10 minute display and £1,000 (plus VAT) for a 15 minute display. However, because the event is taking place very near to their business, and because we try and support our area, they would be happy to give a 50% discount off these prices. Also, they would, in fact, present an "enhanced" display, i.e. in each case they would increase the content by about 20%. Therefore their quotes were as follows:

- a) 10 minute display: £750 less 50% = £375.00 plus enhancement at no extra charge (plus VAT)
- b) 15 minute display: £1,000 less 50% = £500.00 plus enhancement at no extra charge (plus VAT)

These would be "sky filling" displays with lots of "wow" giving a memorable show of magical fireworks

#### **RESOLVED That:**

- Company B be engaged to provide a 10 minute display (plus enhancement) at the close of the Tribute Bands night on Friday 20 July at a cost of £375 plus VAT.

- Company A be engaged to provide a 12 minute display at the close of the Burntwood Festival Proms on the evening of Saturday 21 July at a cost of £1,250 plus VAT.

#### **23.4 5K Road Race**

The Town Clerk advised Members that Burntwood Leisure Centre regrets that they are unable to assist this year due to commitments relating to the Olympic Torch relay.

**RESOLVED** That the information be received and noted.

#### **23.5 Inflatables**

The Town Clerk advised Members that the following inflatable attractions have been booked at a total cost of £850 (plus VAT):

Double Lane Bungee  
 18 x 18ft Bouncy Castle  
 Space Hopper Grand Prix  
 Rodeo Bull

#### **23.6 General**

##### **IT WAS AGREED THAT:**

- All Town Councillors be invited to volunteer to take a collection bucket around the site on both days of the 2012 Festival, proceeds to be split 50/50 with the Chairman's charities and towards the cost of organising the Festival. **It was also agreed** that the Festival publicity should include details of the collection taking place.
- Consideration be given to organising a competition for young people, the winner would be invited to join the Committee Chairman on the stage to officially open the Family Fun Day.
- Contact be made with a potential commercial promoter to ascertain if they would be willing to stage an event on Sunday 22 July.
- Full details of the staging, sound system, etc be provided to the next meeting of the Committee.
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- A full breakdown of costs associated with the Festival be provided to the next meeting of the Committee.

(The Meeting closed at 6.50 p.m.)

Signed .....

Date .....