

MINUTES OF A MEETING OF THE EVENTS COMMITTEE HELD AT
THE OLD MINING COLLEGE CENTRE, QUEEN STREET, BURNTWOOD
ON MONDAY 30 APRIL 2018 COMMENCING AT 6:02 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

74. APOLOGIES FOR ABSENCE

Councillor Mrs Evans.

75. 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.

76. MINUTES: EVENTS COMMITTEE

RESOLVED That the Minutes of the Meeting of the Events Committee held on 28 March 2018 (Minute Nos. 67-73) be received and where necessary approved and adopted.

77. NOTES OF A MEETING WITH BURNTWOOD LIBRARY

Councillor Stokes made reference to the meeting room and in particular the cones and asked if proper barriers would be available for this year's event. Councillor Mrs Tranter explained that Ms Hutchings felt that the "snake" like queue system worked well and that Ms Hutchings would try and obtain some "pull out" ones for this year however cones would be the backup plan. Councillor Mrs Tranter stated that a further meeting with Burntwood Library was due to take place on Monday 05 November 2018.

Councillor Mrs Stokes queried the date of the meeting with Santa. Councillor Mrs Tranter stated that personally she felt that the meeting scheduled to take place on Thursday 10 May 2018 with Santa was needed to firm up arrangements as it had been suggested that Santa needed assistance this year in order that the correct presents would be given to the appropriate age groups that the groups of children were seen by Santa quicker.

RESOLVED That the notes of the meeting with Burntwood Library held on 19 March 2018 be received and noted.

78. NOTES OF A MEETING WITH THE FUN CLUB

Councillor Stokes confirmed that he would be speaking to the Co-op at Morley Road next week to ascertain if they were in a position to donate any cakes.

Councillor Mrs Tranter stated that she, as Chairman of the Events Committee, had been invited by the Fun Club to a photo opportunity on Thursday 03 May at 10 am at Open House. Ms Bacon had produced a press release to promote the Big Lunch scheduled to take place on Sunday 03 June [from 2pm until 5pm] and the Mercury newspaper would be taking the photograph. Councillor Mrs Tranter stated that all Members of the Committee are invited to attend should they so wish.

Councillor Stokes asked how the Town Council was involved. Councillor Mrs Tranter explained that she had asked what input do the Fun Club want from the Town Council and the Fun Club had stated that they wanted the Town Council to be supportive and hopefully volunteer on the day. The Fun Club had also asked if they could borrow Union Jack bunting for the event. Councillor Mrs Tranter confirmed that there was no financial assistance from the Town Council on this occasion.

Councillor Mrs Tranter stated that there would also be a “What’s On Board” at the event and it was suggested by Councillor Stokes that the OMCC could be promoted i.e. rooms for hire, unit to let etc.

RESOLVED That the notes of the meeting with the Fun Club held on 22 March 2018 be received and noted.

79. NOTES OF A MEETING WITH PAT COLLINS FUN FAIR

Councillor Mrs Tranter stated that she had negotiated a good price for the fun fairs rides bearing in mind that Mr Harris had agreed to keep the under 10’s fun fair rides the same price [i.e. £200 per ride] and had only added a small increase to the scream ride [now £800 – bearing in mind that these rides should be well over £1,000 each].

Councillor Mrs Tranter explained that at the meeting held on 24 April with Burntwood Leisure Centre, she had asked whether or not there would be a charge if the dodgems would need to be set up the day before the event [the supplier would provide the security]. Mr Fox, Assistant Leisure Operations Manager, Burntwood Leisure Centre had confirmed that there would not be an additional charge.

Councillor Mrs Tranter asked if consideration by the Committee could be given to having the dodgems [£800] at the Wakes this year. Councillor Stokes queried the space available and stated that this could attract anti-social behaviour. However, Councillor Ennis pointed out that the feedback received had criticised the fact that there was not enough for teenagers.

Councillor Mrs Tranter stated that contact had been made with the Slackline School which provides slacklining as an interactive activity for participants of all ages and abilities to have a go at in a safe and controlled environment. The fee for this activity was £650 all inclusive. Members felt that this was not good value for money.

Councillor Mrs Tranter stated that contact had been made with a company which provides unlimited festival glitter. The fee for this activity was £350. Members felt that this was not good value for money.

Councillor Mrs Tranter confirmed that Michael Fabricant MP had agreed to officially open the Wakes.

Councillor Stokes made reference to Mr Arnold who provides juggling and unicycling shows etc and Members felt that this would be more suitable for the Christmas Festival.

It was **PROPOSED** that the dodgems [manned] at a cost of £800 be booked. Councillor Mrs Stokes asked if the space required for both the dodgems and the family roller coaster could be obtained.

RESOLVED That the notes of the meeting with Pat Collins Fun Fair held on 22 March 2018 be received and noted.

80. NOTES OF A MEETING WITH SEVENTEEN 43 MANAGEMENT

Councillor Stokes stated that personally he was glad that Seventeen 43 Management were on board. Councillor Mrs Stokes stated that she would personally visit the Skoda Garage to ascertain if they wanted to display their cars at the Wakes Festival for a fee of £100.

RESOLVED That the notes of the meeting with Seventeen 43 Management held on 03 April 2018 be received and noted.

81. WAKES FESTIVAL 2018 UPDATE

Councillor Mrs Tranter made reference to the transport and Councillor Ennis confirmed that Travelwood were totally on board and that the routes would be the same as last year.

Councillor Mrs Stokes explained that she had spoken to the RSPCA and that it was “in the diary” however, Councillor Ennis stated that it was not on the website calendar for the RSPCA.

Residents Letter

It was **PROPOSED** that the residents’ letter would be delivered by Councillor Ennis and that the SAO would print off 50 copies.

TownTrader Advert

It was **PROPOSED** that the No Public Parking etc would be made bigger and typed in red and that shuttle buses available would be added to the end of the sentence.

It was **PROPOSED** that the wording “the public can indicate/flag down the driver to stop” would be added after 11.30 am.

The SAO confirmed that there was 7 food outlets, 17 craft stalls and 25 charity stalls at this moment in time however it was hopeful that more would still come on board.

Councillor Stokes stated that he had ordered from Chase Plant Hire [free of hire] one generator for the PA system, six barriers and ten road cones.

82. PLAY IN THE PARKS 2018 UPDATE

Councillor Mrs Tranter confirmed that the Town Council would be working in partnership with Spark on 30 July.

Councillor Mrs Tranter explained that she had had a meeting with Chris Cooke and Councillor Iain Eadie, Cabinet Member for Operational Services, Leisure and Waste and confirmed that LDC would not be charging the Town Council to hire the parks on this occasion however, any remedial work would be billed by LDC. Councillor Mrs Tranter stated that she had also asked the Interim Town Clerk to look at the Town Council's insurance. Councillor Mrs Tranter asked the DSM to have a "walk around" prior to the events and to take photographs if required of any broken gates, bins etc.

Councillor Mrs Tranter stated that she had asked Councillor Iain Eadie, Cabinet Member for Operational Services, Leisure and Waste to ascertain if LDC would be holding any events in Burntwood. Unfortunately Councillor Eadie had confirmed that they would not be organising any events in Burntwood this year.

Councillor Mrs Stokes stated that the volunteer would not be available week commencing 30 July 2018 due to holiday commitments.

Councillor Mrs Tranter explained that she had met with Ms Wheeler. Ms Wheeler had stated that she wished to volunteer [to gain work experience] following her degree in "art and design". Ms Wheeler explained that she was interested in digital marketing, art relating to activities for the disabled and those with mental illness such as anxiety and depression, advertising etc. It was **PROPOSED** that Ms Wheeler be asked to produce a poster for the Play in the Parks Events and Christmas Festival.

Councillor Mrs Tranter stated that contact had been made with a graffiti artist. The fee for this activity was £350. Members felt that this was not good value for money.

Councillor Mrs Stokes stated that she would again, if available, undertake drawing activities with the children.

It was **PROPOSED** that an email would be sent to Sarah Sleigh, Health and Wellbeing Development Manager, LDC to ascertain if Celia Houghton could assist us at this year's events.

83. CHRISTMAS FESTIVAL 2018 UPDATE

Councillor Mrs Tranter asked if the DSM could provide a list of works required i.e. designated tasks [so that the jobs could be shared].

Councillor Mrs Tranter stated that contact had been made regarding Christmas elves. The fee for this activity was £350. Members felt that this was not good value for money.

It was **PROPOSED** that an email be sent to Steve Arnold who provides juggling and unicycling shows.

**Chasetown Christmas Event
Wednesday 28 November 2018**

Councillor Mrs Tranter explained that last year the Town Council had worked in partnership with The Bakery in Chasetown in order to provide hot refreshments etc free of charge to members of the public. The partnership had been a 50/50 split at a cost of £120. Due to price increases and staffing costs the 50/50 split for 2018 would be £150. This would include sausage rolls, pizza baguette, hot dogs, jacket potato with beans, cheese or chilli, tea, coffee or bottle of water. There would be the usual 100 tickets available for members of the public.

Councillor Stokes stated that he felt that there was a timing issue with regard to the heating of the hot refreshments [provided by the Town Council] and that consideration needed to be given to this in due course.

84. WORLDS SHORTEST FUN RUN

Councillor Mrs Tranter stated that an email had been received via Councillor Ennis from K P Events regarding the world's shortest fun run [predominantly financial assistance from the Town Council]. Councillor Mrs Tranter stated that a meeting would be arranged with K P Events.

85. CHASEWATER

Councillor Stokes made reference to holding events at Chasewater, if the Town Council was looking to expand in the future, however, Councillor Mrs Tranter stated that she personally does not class Chasewater as Burntwood and that if the Town Council was looking to expand this needed to be primarily in Burntwood.

(The Meeting closed at 7:20 pm)

Signed

Date