

MINUTES OF A MEETING OF THE EVENTS COMMITTEE HELD AT  
THE OLD MINING COLLEGE CENTRE, QUEEN STREET, BURNTWOOD  
ON WEDNESDAY 23 MAY 2018 COMMENCING AT 6:00 PM

**PRESENT**

Councillor Mrs Tranter (in the Chair)  
Councillors Mrs Conolly [from 6:07 pm], Ennis, Stokes and Mrs Stokes

**In attendance**

Ms J Minor, Senior Administration Officer (SAO)  
N Caine, Direct Services Manager

**1. APOLOGIES FOR ABSENCE**

Councillors Bamborough and Mrs Evans.

**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.

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

**3. MINUTES: EVENTS COMMITTEE**

**RESOLVED** That the Minutes of the Meeting of the Events Committee held on 30 April 2018 (Minute Nos. 74-85) be received and where necessary approved and adopted.

**4. NOTES OF A MEETING WITH MS WHEELER**

Councillor Mrs Tranter explained to Members that the posters produced by Ms Wheeler will be displayed on a board at the Commonwealth Big Lunch event to be held on 03 June 2018 at Open House, Cherry Close.

**RESOLVED** That the notes of the meeting with Ms Wheeler held on 23 April 2018 be received and noted.

**5. NOTES OF A MEETING WITH BURNTWOOD LEISURE CENTRE**

**RESOLVED** That the notes of the meeting with Burntwood Leisure Centre held on 24 April 2018 be received and noted.

**6. NOTES OF A MEETING WITH MS CLEMSON, TOURISM MANAGER, VISIT LICHFIELD**

Taking into account Lichfield District Council's Strategic Plan [encouraging health and wellbeing and more people using our parks and open spaces], Councillor Mrs Tranter stated that she had spoken to Councillor Eadie, Cabinet Member for Operational Services, Leisure and Waste and asked if Lichfield District Council would be holding any events in Burntwood. Unfortunately Councillor Eadie had confirmed that they would not be organising any events in Burntwood this year. Following a meeting with Ms Clemson, Ms Clemson had provided details of two companies who may be able to assist with a market [to encourage more footfall]. However even though email communication with one of the companies had started off as being hopeful this had not come to fruition. Councillor Mrs Tranter informed Members that Mrs Bostrom from the BBC had advertised for more stalls on social media and had received a lot of interest.

Councillor Ennis explained to Members that Lichfield District Council intended to change the rules regarding the costings for markets [introducing a new street trading policy] and he had spoken to the three existing traders at Sankey's Corner regarding the proposed charges. In view of this, Councillor Ennis had asked Mrs Bostrom to put the market on hold at this moment in time.

**RESOLVED** That the notes of a meeting with Ms Clemson, Tourism Manager, Visit Lichfield held on 27 April 2018 be received and noted.

**7. NOTES OF A MEETING WITH SANTA**

Members suggested a meeting later on in the year with Pastor Lewis in order that the queuing system for the mini zoo could be discussed.

**RESOLVED** That the notes of a meeting with Santa held on 10 May 2018 be received and noted.

**8. NOTES OF A MEETING WITH MRS E ALLEN, SPARK**

Councillor Mrs Tranter informed Members that Burntwood Town Council had given a grant to Spark to undertake events however there was still an amount left over and it had been suggested by Spark that a "seaside" themed event [sandpit, paddling pool etc] could be included on the 30 July.

**RESOLVED** That the notes of a meeting with Mrs Allen, Spark held on 10 May 2018 be received and noted.

**9. NOTES OF A MEETING WITH MS SLEIGH, HEALTH AND WELLBEING DEVELOPMENT MANAGER, LICHFIELD DISTRICT COUNCIL**

Councillor Mrs Tranter made reference to the 14 ft MDF letters with stacks attached to spell out Play in the Parks that the children could paint/decorate which Ms Houghton should have produced for last year's Play in the Parks events. Due to Ms Houghton's personal circumstances this had not come to fruition however it was hoped that this activity would be undertaken by Ms Houghton this year.

**RESOLVED** That the notes of a meeting with Ms Sleigh, Health and Wellbeing Development Manager, Lichfield District Council held on 09 May 2018 be received and noted.

**10. NOTES OF A MEETING WITH K P EVENTS**

Councillor Mrs Tranter stated that Mr Wilson had primarily asked for a meeting in order to discuss a proposed Worlds Shortest Fun Run event around Princes Park. The Worlds Shortest Fun Run events were previously held in 2013 and 2016. Councillor Mrs Tranter stated that she personally felt that this event would be good for the community and was a unique event for Burntwood. Councillor Mrs Tranter confirmed that, at this moment in time, there was adequate funds available [from the Events budget].

Councillor Mrs Stokes felt that Burntwood Town Council should own the event. Councillor Ennis stated that theoretically the Town Council could run the event ourselves with any surplus monies going to the Chairman's charities. Alternatively, Councillor Ennis suggested that 25% of the income from the entry fees could go to the Chairman's charities with the remaining 75% of the income from the entry fees going back into the pot [Events budget]. Councillor Ennis pointed out that Chasewater runners now have approximately 1,000 members.

Members were in favour of being involved however the following options should be put to KP Events:

**Option 1**

That the Town Council is classed as a sponsor and agrees to sponsor the event in the sum of £500. KP Events would use the Town Council's logo on all publicity material etc. In the event of other funding not being secured the £500 must be returned to Burntwood Town Council.

**Option 2**

That the Town Council makes a contribution of £2,085 [assuming that Councillor Stokes can obtain the relevant barriers, cones etc]. The Town Council would be the lead organisation working in partnership with KP Events with 25% of the income from the entry fees going to the Chairman's charities with the remaining 75% of the income from the entry fees going back into the Events budget.

**RESOLVED** That the notes of a meeting with K P Events held on 22 May 2018 be received and noted.

**11. WAKES FESTIVAL 2018 UPDATE**

Councillor Mrs Tranter made reference to the incident on social media regarding Michael Fabricant MP who had agreed to officially open the Wakes. Councillor Mrs Tranter confirmed that the TownTrader had already been submitted. Councillor Mrs Tranter stated that Mr Fabricant had admitted that he was wrong and he was willing to meet the lady in question.

Councillor Stokes stated that he did not condone Mr Fabricant's action and asked if Mr Fabricant's actions would have a detrimental effect on the Wakes.

Councillor Ennis informed Members that the lady in question worked at the Morley Road Shopping Centre and stated that Mr Fabricant had sent a generic apology via social media [twitter] and had not met or apologised to her personally and that there had been no response from the Conservative Party. Councillor Ennis wanted it to be recorded that if the situation was not rectified then he felt that Mr Fabricant should not come to the Wakes.

The general consensus of the Committee was to keep the arrangements as they were and it was **PROPOSED** that the SAO in consultation with Councillor Mrs Tranter would send an email to Mr Fabricant's PA.

Councillor Stokes stated that the Lost Children would be located in the Town Council's marquee and that PQA would now not be participating in the arena performances.

**12. PLAY IN THE PARKS 2018 UPDATE**

Members were informed that Ms Sleigh [Health and Wellbeing Development Manager, Lichfield District Council] would be providing staff to undertake sporting activities on 30 July, 06 August, 15 August and 20 August.

Members were informed that it was hoped that Ms Houghton would under the activity this year [14 ft MDF letters with stacks].

**13. CHRISTMAS FESTIVAL 2018 UPDATE**

Members were informed that a site meeting with Pat Collins Funfairs would be arranged in due course to ascertain if an additional under 10's funfair ride would be provided.

Councillor Ennis queried whether Mrs Bostrom had agreed that Munchies would again provide free vouchers for coffee, tea etc as this had not been discussed at the April 2018 meeting. The SAO confirmed that an email had been sent to Mrs Bostrom on 23 March 2018. Councillor Ennis confirmed that this issue would be discussed at the 06 June BBC meeting.

**14. COMMONWEALTH BIG LUNCH - SUNDAY 03 JUNE 2018**

Councillor Mrs Tranter asked if the Committee would support the Fun Club in providing tea, coffee, sugar, milk and biscuits in the sum of £25 as at this moment in time the Town Council was offering no financial support for this event. The Town Council was offering the use of bins, bunting, buckets, sponges etc. Councillor Mrs Tranter confirmed that the £25 would come out of the Events budget. It was **PROPOSED** that the Town Council would purchase tea, coffee etc in the sum of £25 as part of the Town Council's financial contribution towards the Commonwealth Big Lunch to be held on Sunday 03 June 2018.

Councillor Stokes confirmed that he would be collecting the cakes from the Co-op in Morley Road on the Sunday morning.

(The Meeting closed at 7:30 pm)

Signed .....

Date .....