



Burntwood
TOWN COUNCIL

BONEY HAY
BURNTWOOD
CHASE TERRACE
CHASETOWN

The Old Mining College Centre
Queen Street
Chasetown
BURNTWOOD WS7 4QH

Tel: 01543 677166/671228
Email: info@burntwood-tc.gov.uk
www.burntwood-tc.gov.uk

Our Ref: MD/jm

12 June 2017

To: All Members of the Events Committee

Councillors Mrs Tranter (Chairman), Stokes (Vice Chairman), Bamborough, Mrs Conolly, Drinkwater, Ennis and Mrs Stokes

Copy: Councillor Mrs Evans
N Caine, Direct Services Manager

Dear Committee Member

EVENTS COMMITTEE

You are invited to attend a meeting of the Events Committee in **The Training Room, The Old Mining College Centre, Queen Street, Chasetown, Burntwood WS7 4QH** on **Monday 19 June 2017 at 6.00 pm** to consider the following business.

Yours sincerely

Mary Danby (Mrs)
Chief Executive Officer

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

To consider any declarations of interests and consider requests for dispensations.

3. MINUTES: EVENTS COMMITTEE

Chairman of the Events Committee to move that the proceedings of the meeting held on 22 May 2017 (Minute Nos. 1-8) be received and where necessary approved and adopted (**ENCLOSURE NO. 1**).

- 4. PLAY IN THE PARKS 2017 UPDATE**
- 5. WAKES FESTIVAL 2017 UPDATE**
- 6. CHRISTMAS FESTIVAL 2017 UPDATE**
- 7. STORAGE SHELVING AND BOXES (ENCLOSURE NO. 2)**

**MINUTES OF A MEETING OF THE EVENTS COMMITTEE HELD AT
THE OLD MINING COLLEGE CENTRE, QUEEN STREET, BURNTWOOD
ON MONDAY 22 MAY 2017 COMMENCING AT 6.00 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
N Caine, Direct Services Manager
One member of the public

1. APOLOGIES FOR ABSENCE

Councillor Mrs Woodward.

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.

3. MINUTES: EVENTS COMMITTEE

RESOLVED That the Minutes of the Meeting of the Events Committee held on 24 April 2017 (Minute Nos. 65-74) be received and where necessary approved and adopted.

4. PLAY IN THE PARKS UPDATE

Councillor Mrs Tranter gave a brief update on how Play in the Parks was progressing and informed Members that the Town Council had been successful in their funding applications to Bromford (£300) and the Small Project Fund (Lichfield District Safer Community Partnership (£300)).

Members agreed that the front of the Play in the Parks flyer was acceptable however Members felt that on the reverse (advertising the Wakes Festival) needed to promote more of the Wakes and needed to reflect the advertisement which would appear in the TownTrader.

5. WAKES FESTIVAL 2017 UPDATE

Councillor Mrs Stokes gave a brief update on how the Wakes Festival was progressing and informed Members that she had spoken to Mr Donnelly who was dealing with the Classic Car Show part of the Wakes Festival. Mr Donnelly had informed Councillor Mrs Stokes that no entries had been received to date however the Classic Car Show was being advertised in the Classic Car Magazine and on their own website. Councillor Mrs Stokes informed

Members that the Lichfield Cars in the Park had been oversubscribed and it was **AGREED** that an email would be sent to Lichfield Rotary (St Chads).

Members felt that the programme for the Wakes Festival could not be finalised as there may not be a classic car show but a classic car display as Mr Donnelly had indicated that he could bring along a couple of classic cars. It was **AGREED** that Councillor Mrs Stokes would speak to Mr Donnelly to ascertain the best way forward (i.e. £5 entry fee with no competition or trophies etc).

As there may not be a classic car show and in light of the timescale for the TownTrader advert Members **AGREED** that the advert should include the wording "including Classic Car Display" and not Classic Car Show.

Councillor Mrs Stokes informed Members that there would be 14/15 attending from the Staffordshire Corps of Drums and that Mr Hoddinott, Manager, Burntwood Leisure Centre had agreed that the Town Council could use 2 changing rooms (1 male and 1 female) and the seating in the café area. Councillor Stokes informed Members that the cost of tea, coffee or hot chocolate from the vending machine was 60p, however, water was more costly. It was **AGREED** that each member of the Staffordshire Corps of Drums would be supplied with 2 drinks each (i.e. £1.20) and refreshments (i.e. biscuits and an assortment of cakes). Councillor Stokes informed Members that he would approach Aldi for a donation of water.

The Direct Services Manager asked for clarification regarding gazebos etc and it was **AGREED** that 4 gazebos would be needed, 3 tables, 2 chairs, mega phone, radios, buckets, sponges and 1 bin.

Councillor Mrs Tranter informed Members that the Town Council was still awaiting the outcome of their funding application to LDC/We Love Lichfield.

As there may not be a classic car show it was **AGREED** by Members that the residents letter (to include a programme if possible) to be hand delivered by Councillor Ennis (Cherry Close, right side of Poplar Avenue and right side of Baker Street) would say "classic car display".

6. CHRISTMAS FESTIVAL 2017 UPDATE

Councillor Stokes gave a brief update on how the Christmas Festival was progressing and Councillor Mrs Tranter informed Members that the Town Council had been successful in their funding applications to Bromford (£300).

Councillor Mrs Tranter informed Members that Mr D Bennett had indicated to her that he wished to sponsor the Christmas Festival but had not indicated by how much.

7. EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED That under the Public Bodies (Admissions to Meeting) Act 1960 (Section 2) (and as expended by Section 100 of the Local Government Act 1972), the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information.

8. CONFIDENTIAL MINUTES: EVENTS COMMITTEE

RESOLVED That the Confidential Minutes of the Meeting of the Events Committee held on 24 April 2017 (Minute Nos. 73-74) be received and where necessary approved and adopted.

(The Meeting closed at 6.50 pm)

Signed

Date

Burntwood Town Council

WS4 7QH

Storage Play in the Parks and Wakes Events

As the two events are growing in popularity, within the Local Community, there is now a requirement to store apparatus and banners, along with ancillary equipment, in a more regimented manner.

Storage of this equipment is in the OMCC Basement or Outside Shed. These facilities are now becoming congested and require better facilities.

This is a request for Shelving and Plastic Storage Boxes.

Accompanying this item are Product details and costs. The quoted prices, for the Racking, are all from High Street named shops and are very competitively priced. However, the request for Plastic Storage boxes, is not included as these box sizes, will be determined when the Racking, if approved, has been constructed. Therefore I would ask that an amount of money is placed a side up to a maximum amount, to be determined by Members.

This is a Health and Safety issue, not only for the storage of the equipment, but also when transported from OMCC.

Nigel Caine

DSM

| Company | Unit Cost (exc VAT) | Bays | Size Height | Width | Depth | Total Cost (exc VAT) | Delivery |
|---------|------------------------|--------|----------------|-------|-------|-------------------------|-------------------|
| A | 45 | 1 Bay | 1780 | 900 | 450 | 180 | Free over £350 |
| B | 25 | 1 Bay | 1760 | 900 | 400 | 100 | Free over £250 |
| C | 33.33 | 1 Bay | 1600 | 750 | 350 | 133.32 | Free over £50 |
| D | 145 | 4 Bays | 1760 | 900 | 450 | 145 | Free over £299 |

The need is for x4 Rack Units

Plastic Storage Containers as written on Statement

LIVE CHAT
CLICK TO CHAT

Items (0) £0.00

NEED HELP?
FAQ/ASSEMBLY
INSTRUCTIONS

Enter Search...

Shelving

Rackling

Workshop
& Benches

Storage Boxes
& Containers

Trucks &
Trolleys

Lockers, Cabinets
& Cupboards

Mats &
Flooring

Workplace Products
& Equipment

Office

Mega Deals

Spring Storage Solutions

Home > Shelving > Metal & Steel Shelving > Value Shelving

Value Shelving

A

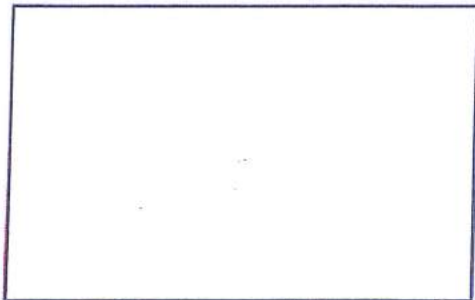


Next Day Delivery
NEXT DAY DELIVERY
02:34:44

| PRICES (INC. VAT) | | PRODUCT INFO | | | RATING: | | | FAQS |
|-------------------|--|--------------|--------|--------|---------|--|--|------|
| Code | Product Description | 1+ | 10+ | 20+ | Qty | | | |
| 150A | Boltless Shelving, 5 Levels, 1780h x 900w x 300d mm, 200kg UDL, Blue | £46.80 | £43.20 | £30 | 0 | | | |
| 150B | Boltless Shelving, 5 Levels, 1780h x 900w x 450d mm, 200kg UDL, Blue | £54 | £49.20 | £39.60 | 0 | | | |
| 150C | Boltless Shelving, 5 Levels, 1780h x 900w x 600d mm, 200kg UDL, Blue | £58.80 | £54 | £46.80 | 0 | | | |

(13)

Like Sig Tweet G+



- View All Shelving
- View All Value Shelving
- View All Metal & Steel Shelving

Height 1780 mm
 Width 900 mm
 Depth 450 mm

Extra Shelves - for Value Shelving

| Code | Product Description | 1+ | Qty | Purchase |
|---------|--|--------|-----|--------------|
| 150BXL2 | Pack Of 2 Extra Levels For 150B Shelving Only 900w x 450d mm | £25.20 | 0 | Buy View > |

Accessories - for Value Shelving

| Code | Product Description | 1+ | Qty | Purchase |
|---------|--|--------|-----|-------------------------|
| ASGL | Assembly Gloves | £1.19 | 0 | Buy View > |
| ALM310W | Location Marker 30mm x 100mm White Pack Of 100 | £13.20 | 0 | Buy View > |
| ALM310Y | Location Marker 30mm x 100mm Yellow Pack Of 100 | £13.20 | 0 | Buy View > |
| ADPB1 | Correx Plastic Divider Pick Bin 296h x 820w x 368d mm Pack Of 4 Silver | £42 | 0 | Buy View > |
| UWBS50 | Universal Wall Bracket Set 50mm | £3.60 | 0 | Buy View > |
| RF4 | Extra Pack of 4 Protective Rubber Feet, Grey | £1.20 | | 4.7 ★★★★★ |
| MBMSL1A | Motion Sensor Shelf Lights Pack of 2 | £22.80 | | Google Customer Reviews |

ENCLOSURE NO. 2



Avasco 5 Tier Metal Shelving Unit

B

Product rating 4.4 out of 5 stars

Product code: 5400431601008

Price

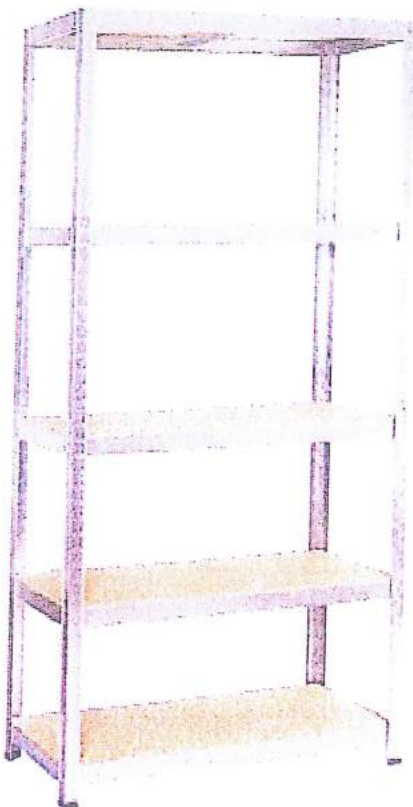
£30

Home Delivery Click & Collect

- [Product Details](#)
- [Help & Advice](#)
- [Reviews](#)

Avasco 5 Tier Metal Shelving Unit

Product code: 5400431601008



Height 1760mm
Width 900mm
Depth 400mm.

ENCLOSURE NO. 2

We use cookies to give you the best possible experience on our site. By continuing to use the site you agree to our use of cookies. [Find out more.](#)

FREE Next Day Delivery on orders over £50

CLICK & COLLECT in as little as 1 minute

FREE Returns



C

Quick and easy to assemble, 4-tier boltless shelving system. Ideal for the garage, workshop, office or utility room.

- 175kg Shelf Capacity
- Boltless & Freestanding
- MDF Shelves



[More Info](#)

Height 1600mm
Width 750mm
Depth 350mm.

£39.99
INC VAT

SPECIFICATION

| | |
|--------------------------------|--|
| Brand | RB Boss |
| Colour | Red/Black |
| Construction Material (Access) | Heavy Duty Powder-Coated Frame |
| Fixings Supplied | Fittings Supplied. Fixings Not Supplied |
| Manufacturer Guarantee | 1 Year Guarantee |
| Pack Size | 1 |
| Pieces in Pack/Case | 1 |
| Product Depth | 350 mm |
| Product Height | 1600 mm |
| Product Type | Powder-Coated Boltless Freestanding Shelving |
| Product Width | 750 mm |

ENCLOSURE NO. 2

Free Next Day Delivery
on all orders over £299

We will beat any price by 5%

Free site visits within 24-48 hrs - Book now

**Product Guarantee
& Free Returns**

D

4 Budget Shelving Bays Offer - Galvanized



**4 BAY
OFFER**



Height 1760mm
Width 900mm
Depth 450mm

4 bay offer for budget shelving bays with galvanized finish

- 5 level bays - galvanized finish
- Shelves are 8mm thick chipboard
- Levels can take up to 175kg each

-35%
Sales

£ 224.00
£ 145.00
£ 174.00 (Incl. VAT)

Sold by

In stock
Expected delivery to you on 22
May

ENCLOSURE NO. 2

Argos **£22.99**



Stores (/m/stores/)



COLLECT FOR FREE **CONTROL** AS LITTLE AS **30p/SEC** item for 7 days



Trolley

(//www.argos.co.uk/static/ArgosPromo3/IncludeName/fast-track.htm)

(/webapp/wcs/stores/servlet/ArgosGSGiftM action=OrderItemDisplayMobile? langId=undefined&storeId=undefined&update

< Plastic storage boxes and units

(//www.argos.co.uk/static/Browse/ID72/33016251/c_1/1|category_root|Home+and+garden|33005908/c_2/2|33005908|Storage|33008937/c_3/3|33008937|Plastic+storage+t

HOME Supa Nova 3 x 75 Litre Lidded Storage Box 571/5716

[Read reviews \(55\)](#)

HOME by Argos (<http://www.argos.co.uk/webapp/wcs/stores/servlet/Search?storeId=10151&langId=110&searchTerm=HOME by Argos>)



£22.99*

Save 10% | Was £25.99

CREDIT OPTIONS AVAILABLE(//www.argos.co.uk/argocard)

[FIND OUT MORE](#)

CHECK STOCK

Tell us where you are to check stock:

Postcode or town

CHECK

1

ADD TO TROLLEY

ABOUT THIS PRODUCT

ENCLOSURE NO. 2

Argos
£19.99

Stores (m/stores/) **FIRST TRACK** COLLECT FOR DELIVERY AS LITTLE AS 99p Item for 7 days  Trolley

(//www.argos.co.uk/static/ArgosPromo3/IncludeName/fast-track.htm)

(/webapp/wcs/stores/servlet/ArgosGSGiftM action=OrderItemDisplayMobile? langId=undefined&storeId=undefined&update

< Plastic storage boxes and units

(//www.argos.co.uk/static/Browse/ID72/33016251/c_1/1|category_root|Home+and+garden|33005908/c_2/2|33005908|Storage|33008937/c_3/3|33008937|Plastic+storage+t

HOME Supa Nova 3 x 48 Litre Lidded Storage Box 557/2698

[Read reviews \(49\)](#)

HOME by Argos (<http://www.argos.co.uk/webapp/wcs/stores/servlet/Search?storeId=10151&langId=110&searchTerm=HOME by Argos>)



£19.99

CREDIT OPTIONS AVAILABLE(//www.argos.co.uk/argoscard)
[FIND OUT MORE](#)

CHECK STOCK

Tell us where you are to check stock:

Postcode or town

CHECK

1

ADD TO TROLLEY

ABOUT THIS PRODUCT

ENCLOSURE NO. 2



Stores / m / stores / **FAST TRACK** **COLLECT FOR FREE IN TROLLEY** Hold your AS LITTLE AS 30p per item for 7 days **Trolley**

(//www.argos.co.uk/static/ArgosPromo3/IncludeName/fast-track.htm)

(/webapp/wcs/stores/servlet/ArgosGSGiftM action=OrderItemDisplayMobile? langId=undefined&storeId=undefined&update

< Plastic storage boxes and units

(//www.argos.co.uk/static/Browse/ID72/33016251/c_1/1|category_root|Home+and+garden|33005908/c_2/2|33005908|Storage|33008937/c_3/3|33008937|Plastic+storage+t

HOME 40 Litre Crocodile Lid Storage Box 875/4815

[Read reviews \(140\)](#)

[HOME by Argos \(http://www.argos.co.uk/webapp/wcs/stores/servlet/Search?storeId=10151&langId=110&searchTerm=HOME by Argos\)](http://www.argos.co.uk/webapp/wcs/stores/servlet/Search?storeId=10151&langId=110&searchTerm=HOME by Argos)

Ordered 20 times in the last 48 hours.



£6.70

CREDIT OPTIONS AVAILABLE(//www.argos.co.uk/argoscard) [FIND OUT MORE](#)

CHECK STOCK

Tell us where you are to check stock:

Postcode or town

CHECK

1

ADD TO TROLLEY

ABOUT THIS PRODUCT

ENCLOSURE NO. 2

Shop by Department > Storage & Luggage > Plastic Storage

Dragon Storage Box 24 Litre 0448834

★★★★★ (Based on 4 reviews)

~~£~~ 4.00



ENCLOSURE NO. 2

Feedback