

MINUTES OF A MEETING OF THE BURNTWOOD WAKES COMMITTEE
HELD AT BURNTWOOD LIBRARY, SANKEYS CORNER
ON THURSDAY 27 OCTOBER 2011 COMMENCING AT 6.00 P.M.

Present

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

In attendance

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

16. APOLOGIES

Councillor Constable.

17. DECLARATIONS OF INTEREST

None declared.

18. MINUTES

RESOLVED That the Minutes of the meeting of the Burntwood Wakes Committee held on 28 September 2011 (Minute Nos. 10 - 15) be received and approved as a correct record.

19. BURNTWOOD WAKES FESTIVAL: 20 – 21 JULY 2012

19.1 VENUE

Members were advised that Councillor Taylor and Mr Cooper had attended a meeting with representatives of Burntwood Rugby Club when they were informed that the Club had been successful in securing a grant award from the English RFU which would see the pitches on the top field refurbished and upgraded during the period May-August 2012. This has resulted in the whole of the 2012 Festival having to be contained on the bottom field.

Mr Cooper confirmed that the venue was workable and that it was large enough to house all the activities, attractions that had been on site for the 2011 Festival with the exception of the Fun Fair. There would therefore be no Fun Fair at the 2012 Festival.

Mr Cooper said that the venue would be more controllable and Councillor Taylor said that it should be easier to count the number of visitors to the Festival.

Mr Cooper said that there will be a need to litter pick the site early on the Saturday morning and after the Family Fun Day; it would also be necessary for the Portaloos to be restocked, cleaned, etc at the same time. He said that good traffic management will be necessary and radios will be used for this purpose. A temporary road (c10m) will be installed at the base of the metalled surface down to the field to protect the ground. Mr Cooper said that the orchestra will need to rehearse at another venue during the

afternoon. He also said that the site survey map will be updated to incorporate a grid which will help in setting-up the various elements that make up the Festival.

Members asked that a formal agreement be signed between the Rugby Club and the Council to protect both parties.

Members asked that consideration be given to a raffle being held to raise monies for the Chairman's Charities, such raffle to be run on both the Friday and Saturday evenings.

Mr Cooper said that quotations were being sought for the stage, sound and lighting system and these would be confirmed at the next meeting of the Committee.

RESOLVED That:

- a) The Rugby Club be requested to provide an Agreement for consideration and signature by the Town Clerk on behalf of the Council.
- b) Members be requested to volunteer to man the entrance to the site to sell raffle tickets.

19.2 FRIDAY 20 JULY 2012 (EVENING)
TRIBUTE BAND NIGHT

The Town Clerk confirmed that "Swede Dreamz", an Abba tribute band, had been booked and the contract had been signed. Confirmation was still awaited from the Beatles tribute band. A local act would be invited to perform during the interval and to act as compere for the evening.

RESOLVED That the information be received and noted.

19.3 SATURDAY 21 JULY 2012
FAMILY FUN DAY

The Town Clerk confirmed that bookings had been made and contracts had been signed for:

- National Festival Circus (plus wandering juggler and wandering magician)
- MAD BMX Stunt Team
- Gamegoer Gundog and Falconry Display ("Full Monty" option, to include dogs, birds of prey and ferrets)

Approaches had been made for:

- Children's Craft Workshop
- Inflatable attractions (double bungee space hopper grand prix and 18 x 18 ft bouncy castle)
- 5k Road Race

RESOLVED That the information be received and noted.

19.4 SATURDAY 21 JULY 2012
BURNTWOOD WAKES FESTIVAL PROMS

The Town Clerk advised Members that the Staffordshire Festival Orchestra was available and had been booked. Their Deputy Director had been requested to act as compere for

the evening. A local singer, Dean Swift, had been booked to provide entertainment during the interval.

Two companies had been requested to provide quotations to provide a Fireworks Finale.

RESOLVED That the information be received and noted.

19.5 BURNTWOOD WAKES WEBSITE

The Town Clerk had approached the current holder of the www.burntwoodwakes.co.uk domain name with a view to it being transferred to the Council. They had set a price of £500 for the Council to purchase the domain name; the Council would also have to identify a company to host the website at a further annual cost. The Town Clerk felt that the cost was excessive and had consequently sought two quotations for an entirely new website:

Company A

3 Year Licence for a new website as sub-domain of the Council's existing website	£300 + VAT
Annual hosting fee	£400 + VAT
No charge for application support	
No charge for the web site	

Company B

New website designed and hosted for one year	£350 + VAT
Annual domain renewal and hosting fee thereafter	£100 + VAT

The Town Clerk confirmed that both companies use Content Management System for maintaining and updating the websites, as is the case with the Council's website.

RESOLVED That:

- a) The Council decline to buy the existing Burntwood Wakes domain.
- b) The Council accept the quotation from Company B to provide a new website designed to the Council's requirements and hosted for one year at a cost of £350 + VAT, and domain renewal and hosting thereafter at a cost of £100 + VAT.

(The Meeting closed at 6.50 p.m.)

Signed

Date