

ELSTREE AND BOREHAMWOOD TOWN COUNCIL
MINUTES of the Entertainments Committee – 9th November 2010

Held at Fairway Hall, Brook Close, Borehamwood starting at 19:30 hours.

PRESENT: Mayor Cllr. Anne Mitchell
Cllr. Sandra Parnell – Chair
Cllr. Farida Turner – Vice Chair
Cllr. Hannah David
Cllr. Graeme Franklin
Cllr. Richard Butler

in attendance: Ash Tadjrishi, Events Co-ordinator
Cllr. Pat Strack

1 TO RECEIVE ANY APOLOGIES FOR NON-ATTENDANCE AND SUBSTITUTIONS

No apologies received.

2 TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 12TH OCTOBER 2010 AS A CORRECT RECORD

The Minutes of the Meeting held on 12th October were Approved and Signed as a true record.

3 TO RECEIVE DECLARATIONS OF COUNCILLORS' PERSONAL AND/OR PREJUDICIAL INTERESTS (IF ANY) RELEVANT TO THE BUSINESS TO BE CONSIDERED

No declarations received.

4 TO RECEIVE THE REPORT OF THE EVENTS COODINATOR

The Events Coordinator informed members that the Town Guide as published by Local Authority Publishing is due to be re-published in May next year. Having met with a representative from the publishers AT has given them a letter of authorisation to allow them to contact local businesses that may wish to advertise within the Guide. The publication is undertaken at no cost to the Town Council and the Events Coordinator will continue to liaise with Local Authority Publishing to ensure any printed information is up to date and correct.

As requested the BBC Band Concert will feature a broader and more festive programme and include a sing-a-long. From contact with local care homes to look in to the opportunity to transport elderly residents to the event it is clear that there is no need to provide such a service.

5 FIREWORKS DISPLAY

This year's display, set to music hits from the last decade, took place on Friday 5th November. Members who attended commented on the improved display which now ran at 22mins rather than 20mins. The Events Coordinator has received an email from a grateful resident complimenting the Town Council on "a very enjoyable event, well organised and wonderfully choreographed". Members asked AT to relay their thanks to the sender. A change in catering provider for the event saw an increase in the concession plus an added concession cheque was secured from the provider of light-up wands on sale on the evening. Whilst this meant that the concessionary income had gone up from £50 to £250 it should be noted that the catering provider felt that it had not been a worthwhile venture and AT did not expect to be able to command such a premium next year. Members commented that the location of the catering units was better. AT stated that it had been the intention to site the catering even further around the perimeter but they had got stuck in the mud and it was due to the kind assistance of a tractor provided through O'Connor's that the units were able to be moved to the position they ended up in. Members asked that thanks be sent to the tractor driver for his help and that Borehamwood FC be thanked for switching off their floodlights during the display performance despite having to turn down a booking to do so. In an attempt to encourage the public to move around the perimeter, for the best view of the display and ease congestion at the Meadow Road entrance, AT had re-located the speakers and improved the sound at the front. Members commented that some people

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were unable to hear the music effectively at the Meadow Road entrance as a result. It was pointed out that although the intention to move people around the front of the display was for their benefit, it will always be difficult to achieve. Members stated that the attendance appeared to be very high this year and although publicity for the display had been widespread, rumours of other displays in the local area being cancelled may have had an effect also. AT commented that a lot of hard work had gone in to ensuring that some of the less glamorous aspects of the event, such as lighting at the Pavilion and the steel crowd control barrier, contributed to the safety and experience of the event. AT has liaised with Red Cross and despite the poor weather and high turnout no incidents have been reported.

6 CHRISTMAS LIGHTS

All the lights had now been installed and there are a total of 99 individual lights mounted on 74 lamp columns and the tree outside All Saints Church. This represents an increase overall of 30 lights from last year. Hertfordshire Highways are due to survey and replace the timers in time for the switch on. Further to the concerns of members, regarding the lighting in the alleyway and square behind the church, AT confirmed that currently only 1 of 11 lamp posts were lit. The Events Coordinator is in discussions with Jones Lang LaSalle who he had identified as the parties responsible for the maintenance and upkeep of the area. It is expected that they make good any works required to have the lights working in time for the event. Members asked whether the lamp posts would provide enough ambient light for skaters on the ice rink. As a contingency and to ensure enough light it was agreed that the generator and halogen lights from last year be hired in again. The Events Coordinator was pleased to report that the Town Council had been offered sponsorship from Tesco's towards the cost of the Ice Rink to the sum of £1,500. In return for this Tesco's will provide banners to display at the event. This income would allow for provision of entertainments for younger children at the event and members agreed that 'The Crazy Bear's Christmas Show' be booked at a cost of £1,300. John Amer has offered a catering concession for the afternoon and members agreed for a small unit selling hot food to be made available.

7 FESTIVAL 2011

The Events Coordinator provided members with a list of available acts for Families Day 2011 and recommended booking early to secure the following which was then agreed for Saturday 2nd July 2011:

Vander Brothers Space Wheel

MAD Bikes

Circus Whizz Circus Skills

Billy bubbles Balloon Show

Adams Axe Men

Cumberland Giants

Essex Dogs Display Team

Chestermazing

Members also agreed and instructed the Events Coordinator to book the recommended Carnival Parade band Melton Toy Soldiers for Saturday 18th June 2011.

Elstree Studios have been booked for Friday 24th and Saturday 25th June 2011 to host the Battle of the Bands competition and the Festival Film Evening. The Events Coordinator was concerned at the cost of hiring the studios. Cllr. H David agreed to liaise directly with the studio management to see if costs can be negotiable. Following a meeting with Head of Music, Phil Hobbs, at Hertswood School the Events Coordinator reported that it is hoped that the Battle of the Bands event can be expanded to encourage more schools and local bands to take part.

8 TO CONSIDER ITEMS FOR THE ENTERTAINMENTS BUDGET 2011

Following discussions around the 2011 budget it was agreed that the Events Coordinator would prepare a draft and send out to members before the end of the month to be reviewed at the next Entertainments Committee meeting.

9 FIRST IMPRESSIONS UPDATE

Cllr. P Strack reported complaints being received from residents regarding the temporary lighting installed at the train station. Cllr. S Parnell agreed to raise this issue at the next meeting of the Project Board to see if this can be addressed.

10 TOWN NEWSLETTER UPDATE

Delivery has been completed and all reported non-deliveries had been passed to the delivery company for resend. Members discussed a draft terms of reference for the Newsletter Advisory Sub-Committee provided by Cllr. P Strack. Following some amendments it was agreed that Cllr. Strack would bring a final draft terms of reference for committee approval at the next meeting. Members agreed that the Sub-Committee should hold a meeting to discuss provision of the Town Crier for next year. The Events Coordinator agreed to provide members with different options for provision of the Town Crier as part of the draft budget report.

CLOSURE

Meeting closed at 21.30 hours.

Next Meeting scheduled for Tuesday 14th December 2010 at 19:30 hours.

Chair:.....

Date:.....