

ELSTREE AND BOREHAMWOOD TOWN COUNCIL

**ENTERTAINMENTS COMMITTEE**

**MINUTES** of a meeting held at Fairway Hall, Brook Close, Borehamwood on Tuesday **13 September 2011** at 8pm.

Present: Town Mayor Cllr Mrs S Parnell (Chairman in the Chair)  
Cllr C Kelly (Deputy Mayor)  
Cllr Mrs A Mitchell  
Cllr R Butler  
Cllr Mrs P Strack  
Cllr Ms S Maughan

In Attendance: A Tadjrishi – Deputy Clerk

**19. APOLOGIES AND SUBSTITUTIONS**

Apologies were received from Cllr Mrs F Turner (Vice-Chair) (other commitments) Cllr Mrs P Strack substituted. Apologies were also received from Shanie Hutton (Community Action Hertsmere).

**20. DECLARATIONS OF COUNCILLORS' INTERESTS**

The following declarations of Councillors' interests were made:

<b>Member</b>	<b>Minute Number</b>	<b>Nature of Interest</b>
Cllr. R Butler	25 (PA Equipment Hire)	Personal and Prejudicial

Members declaring prejudicial interests refrained from taking part in any discussion or decision making processes relating to those items.

**21. MINUTES OF THE MEETING HELD ON 12 JULY 2011**

**It was RESOLVED that the Minutes of the Meeting held on 12 July 2011 be signed by the Chairman as a true record.**

**22. REPORT OF THE DEPUTY CLERK**

The report of the Deputy Clerk was received. It was noted that:

- i) a letter had been received from Tony Claydon offering discounted services should the BBC Band Christmas Concert be reinstated;
- ii) Bob Redman of Elstree Screen Heritage had requested to convert existing VHS recordings owned by the Town Council to digital format;

- iii) the Deputy Clerk was meeting with the Rotary Club to discuss a potential Charity Christmas Concert, and;
- iv) the Elstree & Borehamwood Town Guide had been drafted by Local Authority Publishing Ltd. and due for print.

The Deputy Clerk also provided Members with a status report on the accounts.

**Members AGREED:**

- i) **that, despite the BBC Band Concert not being reinstated, Tony Claydon be thanked for his kind offer;**
- ii) **to allow Bob Redman to be loaned the VHS cassettes and be given non-commercial rights to use images and videos for Elstree Screen Heritage related activities; and,**
- iii) **to consider any proposed involvement as may result from the Rotary Club meeting.**

**23. COMMUNITY ACTION HERSTMERE REPORT - COACH TRIPS**

Shanie Hutton from Community Action Hertsmere (CAH), having sent apologies, provided members with a printed report on the recent Family Coach Trips. It was noted that a total of 260 places had been filled from the 265 available.

Members wished to note their thanks to CAH for their work in delivering a successful project and it was noted that the Deputy Clerk would encourage Ms Hutton to submit a press release to both the Town Crier and the Elstree & Borehamwood Times.

**24. FAIRWAY HALL 25 YEAR EVENT**

Following responses received from invited guests there were 47 confirmed attendees to the Anniversary event at Fairway Hall to be held on 19 September 2011.

The Town Mayor and Deputy Clerk had arranged the catering provision accordingly.

**It was AGREED that the event would be informal in style. Guests would be offered refreshments on arrival and, following short speeches from the Town Mayor and Paul Welsh MBE, a buffet lunch.**

**25. FIREWORKS 2011**

Members considered aspect of the annual Fireworks Display to be held on Saturday 5 November.

**It was RESOLVED that:**

- i) **from the given options, the display be choreographed to a ‘Mega mix’ of classic pop tracks from the 1970’s to the present day;**

- ii) **Stewards be paid a flat rate of £25.00 for working the event; and,**
- iii) **from the quotes provided from proposers, Stage 2 be offered the contract to provide and engineer the PA system at the event.**

The Deputy Clerk reported that had proved difficult to source hire of steel crowd control barriers at a similar price to those which had been supplied the previous year.

**Members AGREED that as safety of the event was a priority, steel crowd control barriers be hired from Wernick Eventlink at the rate offered.**

## **26. CHRISTMAS LIGHTS SWITCH ON DATES**

**Members AGREED that the Christmas Lights Switch On Event be held on Sunday 4 December from 3pm – 8pm.**

The Church would host a short programme of seasonal songs from 3pm until the Town Mayor announces the switch on of the Christmas Lights at 4pm. A synthetic Ice Rink and a small carousel was planned for additional public entertainment to be located in the square behind All Saints Church until 8pm.

The Deputy Clerk was being assisted by the newly appointed Administrative Assistant to source sponsorship towards the cost of the event.

## **27. WOODCOCK HILL BEACON EVENT**

Members heard from Cllr Mrs P Strack who proposed an event for Woodcock Hill as part of the Queen's Diamond Jubilee Celebrations in the following year's events programme.

The event would mirror an event held in 1988 which recreated the lighting of a communication beacon. It was suggested that those that took part in the original event would be invited to be involved in the 2012 event.

**It was RECOMMENDED that Cllr Strack provide details of any funding required for budget consideration at the November meeting of the Entertainments Committee.**

## **28. FIRST IMPRESSIONS**

The Deputy Clerk reported that he had met recently with Bob Redman who had attended the train naming event at Bedford on 2 September. A train carriage had been given the title "Elstree Studios" to mark the links made between the studios and First Capital Connect through the First Impressions project. The wall relief sculpture scheduled for installation at Elstree and Borehamwood Rail Station on 9 September had been put back due to engineering challenges but rescheduled and due for completion by the end of September 2011.

The refurbished film plaques that had been re-sited within information panels along Shenley Road had been signed over from the First Impressions project back to the Town Council and added to the maintenance schedule.

Members were asked to consider items for Stage two of the project which was now seeking funding. The Town Mayor had received correspondence from Bob Redman and would follow up with him directly.

**29. TOWN CRIER SUB-COMMITTEE**

The Autumn edition (issue #3) of the Town Crier had been printed and distributed on 1 September 2011. Members confirmed having received their copy and commented on the high standard of the publication. Further to residential delivery the Town Crier had been made available at around 40 local outlets via distribution by Sub-Committee Members.

Planning for the Winter edition was underway and the deadline for submission of articles and advertisements was 21 October 2011. The front page would be Christmas themed.

Members were reminded that the decision to hold Town Crier Sub-Committee meetings during office hours had been taken to avoid increased officer and member time at evening meetings and congestion to the meeting schedule. All Members were welcome to attend the meeting or nominate Non-Council Members via the Entertainments Committee. It was further noted that the Town Crier Sub-Committee could not undertake any commitment to expenditure except where such funds had been budgeted for the Town Crier by Full Council. Any recommendations could be put forward for consideration at Entertainments Committee.

**Following a discussion it was RESOLVED that the next meeting of the Town Crier Sub-Committee be held at the Town Council Offices on Monday 10 October at 11am.**

**30. CLOSURE**

The Meeting closed at 21.55hrs. Date of next meeting 11 October 2011 at 7.30pm at Fairway Hall.

Date:..... CHAIRMAN.....