

ELSTREE AND BOREHAMWOOD TOWN COUNCIL

**ENTERTAINMENTS COMMITTEE**

**MINUTES** of a meeting held at Fairway Hall, Brook Close, Borehamwood on **TUESDAY 10 APRIL 2012** at 7.30pm.

Present: Town Mayor Cllr Mrs S Parnell (Chairman in the Chair)  
Cllr Mrs F Turner (Vice-Chairman)  
Cllr Mrs A Mitchell  
Cllr E Butler (Substitution)  
Cllr R Butler

In Attendance: Cllr Mrs P Strack  
D Feehily – Events Coordinator

**76. APOLOGIES AND SUBSTITUTIONS**

Apologies for absence were received from Cllr Ms S Maughan (Abroad).

**77. DECLARATIONS OF COUNCILLORS' INTERESTS**

There were none

**78. MINUTES OF THE MEETING HELD ON 13 MARCH 2012**

It was **RESOLVED** that the Minutes of the Meeting held on 13 March 2012 be signed by the Chairman as a true record.

**79. REPORT OF THE EVENTS COORDINATOR**

The report of the Events Coordinator was received.

**Coach Outings (60+)**

It was reported that the administrative matters required to prepare for the Coach Outings had been completed. The Committee looked forward to another year of successful trips.

**Civic Festival 2012**

Members received an update report of the participants confirmed in the Town Festival to be included in the Town Crier Listings.

The Events Coordinator was asked to contact Ms R Barry of the Borehamwood Garden Society to ascertain whether a Borehamwood Best Garden Show was a further option to be included in the Festival.

The Committee suggested contacting P Pool for a meeting at the Town Offices to enquire if extra support could be offered this year.

It was noted that written confirmation of the use of Meadow Park for the Families Weekend was required.

Finally, Members were informed and pleased to note that the Borehamwood Chess Club was returning to the Festival after some 15 years.

**It was RESOLVED that:**

**A Trophy and a small token Prize up to £50.00 be donated by the Town Council for the winner/s, junior & senior.**

### **Parade Day 16<sup>th</sup> June 2012**

It was reported that letters written to local schools had received no reply, Members asked for another letter to be written and for the Town Councillors to deliver them through their own channels of communication.

It was reported that confirmation of participation was slow at present, The Chairman suggested and Members agreed, they would assist in contacting participants and possible suppliers of vehicles. The Youth Council had confirmed that it would like to participate.

Members agreed that if the Venue Car Park be requested for use again this year, Cllr E Butler pointed out that not all of the car park is required. The Events Coordinator would contact the relevant parking authority.

Cllr Mrs A Mitchell reminded the Committee of the requirement of refreshments for the judges.

Parade Judges Members suggested writing and asking the Chair / President of the Rotary club and Mr Dean Patience, the third judge would be a Town Councillor to be agreed.

### **BBC Band Concert by Elstree Screen Heritage**

It was reported that Allum Hall had been confirmed as the venue for the University of Notre Dame Concert Band on Thursday 24 May 2012.

The publicity information had now been received and would be included in the Town Crier and in the Town Council notice boards.

It was reported that the ticket price would be kept as close to the previous year's as possible to enable costs to be covered.

Cllr E Butler raised a query concerning the BBC Big Band event reported in the Minutes. the Events Coordinator confirmed the allocation of four tickets, following a unanimous vote, **it was RESOLVED that:**

**The tickets be allocated as Two Tickets for the Town Mayor and the other two tickets be entered into a draw.**

Cllr Butler asked the Events Coordinator to confirm with Elstree Screen Heritage that these were the only tickets to be allocated to the Town Council.

**Jubilee Beacon Event: Woodcock Hill – 4 June 2012**

Cllr Mrs P Strack assisted with the update for the Beacon; the scouts, at present, were the only youth group confirmed attending.

Cllr E Butler suggested asking for the scouts’ assistance in lighting the fire and also to ask the special constabulary if they could attend.

The Events Coordinator would contact Cllr Mrs P Strack in the week commencing 16 April 2012 to assist with the Risk Assessment for the event. The Committee was also informed that the British Legion had confirmed attendance with flags.

**Town Crier Update**

Members were informed of the items listed for inclusion in the Summer edition of the Town Crier; the main feature to be the festival 4 page centre section and this would be marked “pullout” with instructions on the front cover to detach.

The Events Coordinator also suggested investigating the cost of extra pull to be printed separately together with the possibility of a stall or table in the Town Centre for distribution to the Public.

**80. ENTERTAINMENTS FORUM**

**It was RESOLVED that:**

**The Entertainments Forum be reconvened with its first meeting on 18 April 2012 at 6.30pm at the Town Council Offices with attendees of previous meetings being invited.**

**81. CLOSURE**

The Meeting closed at 9.10pm.

It was noted that the date of the next meeting was scheduled for 8<sup>th</sup> May 2012.

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