

ELSTREE AND BOREHAMWOOD TOWN COUNCIL

ENTERTAINMENTS COMMITTEE

MINUTES of a meeting held in Fairway Hall, Brook Close, Borehamwood on Tuesday **10th September 2013** at 7.30pm

Present: Cllr Mrs F Turner (Vice-Chairman in the Chair)
Cllr C Butchins (ex-officio)
Cllr Mrs S Maughan
Cllr Mrs A Mitchell
Cllr S Rubner (ex-officio)
Cllr Mrs P Strack (Substitution)

In attendance: L Stack - Resident
H R O Jones (Town Clerk)

11. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies were received from Cllr Mrs S Parnell (Chairman) (Other Business) (Cllr Mrs P Strack substituted).

12. DECLARATIONS OF COUNCILLORS' INTERESTS

The following declarations of Councillors' interests were made:

Member	Minute Number	Nature of Interest
Cllr R Butler	17. PA at Town Council Events	Personal and Prejudicial

Members declaring prejudicial interests refrained from taking part in any discussion or decision making processes relating to those items. In relation to the item in question, Cllr R Butler left the room during the decision making relating to the choice of a PA provider for the Fireworks Night and Christmas Switch On Events.

13. MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting of the Committee held on 16 July 2013 were approved and authorised for signing by the Committee Vice-Chairman (in the Chair).

14. FIREWORKS NIGHT

Members received a progress report on arrangements for organising the 5 November 2013 Fireworks Display on Meadow Park. It was noted that authorised vendors at the display would be required to wear an identifying badge prepared by the Town Council.

It was AGREED that:

a Science Fiction theme be chosen for the Fireworks Display (with relevant publicity being drawn up along these lines by Council Officers, subject to budget).

15. CHRISTMAS LIGHTS

Members received a progress report on arrangements for organising the 2013/14 Christmas Lights and 'Switch On' Event on 1 December 2013. It was noted that additional lighting would be hired (as in previous years) to light the areas between the Ice Rink and Shenley Road. In addition, every effort would be made to ensure that the footway lights were functional at the time of the Event.

It was further noted that BETTA and the Ark Theatre would be invited to have a stall at the Switch On Event.

Cllr Mrs P Strack agreed to ascertain the possibility of the All Saints Choir to sing outside for a period of the Event.

It was AGREED that:

the possibility be investigated of a Youth Council (or joint Youth Council and MENCAP) stall to raise funds for MENCAP with Cllr Mrs S Maughan and Cllr S Rubner reporting to the next meeting.

[Post Meeting Note: Cllr S Rubner has noted that the Youth Council meeting of 11 September 2013 resolved for Youth Councillors to be available to undertake the above activity].

16. FORTHCOMING MUSICAL CONCERTS

BBC Band

It was AGREED that:

- (i) a contribution of £1,000 be made to Elstree Screen Heritage towards the cost of the 28 June 2014 BBC Concert Band at the Ark Theatre as part of the Civic Festival (to be coded to Artiste Fees 3229/302 from the 2014/15 Budget); and**
- (ii) the possibility of a Christmas BBC Band at Allum Hall on 2 December 2013 be investigated (subject to availability of band, designated Council funds and with due consideration of impact on comparable events).**

[Post Meeting Note: Due to a change of circumstances, a BBC Band was unavailable on 2 December 2013. However a BBC Concert at the Ark Theatre was taking place on 14 December 2013].

American Band

It was AGREED that:

- (i) the suggestion for a Concert of the Val Dosta State University Choir on 21 March 2014 be kindly declined by the Town Council;**
- (ii) the possibility be investigated for a Californian Orchestra (60-70 instrumentalists) on (or around) 1 July 2014 to be held at Allum Hall (if available); and**
- (iii) the Ark Theatre Manager be asked to provide the Town Council with measurements for the stage area available at the Theatre (when used for Concerts) for consideration for future events.**

Offenburg Brass Band

It was AGREED that:

BETTA be invited to clarify any suggestions made for any forthcoming visit by the Offenburg Brass Band to Elstree and Borehamwood and to explain the nature of any Town Council involvement sought in such circumstances (with the matter being referred to a future Committee Meeting once more facts were ascertained).

17. PA AT TOWN COUNCIL EVENTS

It was AGREED that:

- (i) quotes be obtained for consideration at a future Committee Meeting for the purchase of a suitable PA system to be utilised at Events and Meetings organised and hosted by the Town Council; and**

Cllr R Butler left the Meeting Room.

- (ii) Stage Two be confirmed as the Council's PA system provider for the Fireworks Night and Christmas Switch On Events 2013 (with other suppliers being provided with the opportunity to quote again for future Events).**

Cllr R Butler returned to the Meeting Room.

18. CATERING AT TOWN COUNCIL EVENTS

Members considered the recurring topic of providing suitable catering at Events. It was recognised that the Council sought to promote healthy lifestyles, provide value for money and to recognise and include the diversity of tastes and requirements of residents (including religious requirements).

As such, it was felt that (after a thorough and wide ranging debate) commencing with the Families Day 2014 Event, the Council should seek to include a greater range of food and drink stalls available.

However, Members also recognised the need to preserve the traditional types of food at specific events which were appropriate for that occasion and which were welcomed by residents and visitors to the Events alike. It was noted that steps had been taken to address the issue with the availability of vegetarian burgers at Fireworks Night 2013.

It was AGREED that:

relevant action be taken to enquire about alternative and additional caterers for forthcoming Council Events (commencing with Families Day 2014).

19. PUBLIC ENGAGEMENT

It was AGREED that:

- (i) progress in developing a Communications and Advertising strategy be considered at a future Committee Meeting; and**
- (ii) sponsorship opportunities be sought with the following organisations (to help fund Town Council Events in the spirit of Community partnership working):**
 - Wickes**
 - Debenhams**
 - Fair View Homes (and other Developers with a local connection)**
 - High Street Estate Agents**
 - Hearn's Coaches**
 - Stag Tools**
 - Stage Two**

20. ELSTREE SCREEN HERITAGE

The Committee received the written report prepared by Elstree Screen Heritage together with the 'Key Opportunities' breakdown of financial assistance requested for the Town Council to support the centenary of film-making at Elstree and Borehamwood.

It was AGREED that:

the Secretary of Elstree Screen Heritage be invited to the Committee Meeting on 15 October 2013 (or if not available, then at a future meeting) to help answer questions in relation to the request for support for the 100 Years of Film Celebrations (allocation of 20 Minutes maximum) with referrals being made, as appropriate, to Council and/or other Committees with relevant Terms of Reference.

21. COMMITTEE BUDGET 2014/15

It was AGREED that:

draft Budget Headings be prepared (for consideration at the 15 October 2013 Committee Meeting) to cover costs associated with the following activities or new Events (unless otherwise covered by existing categories):

**100 years of Elstree Studios (£1,000 towards the cost of the 28 June 2014 BBC Concert Band at the Ark Theatre - to be coded to Artiste Fees 3229/302)
[As discussed at Minutes 16(i) and 20]**

**100 years of Brownies (£200 for catering)
[The intention was for a Sunday afternoon Event at Schopwick House to be organised by Cllr Mrs P Strack – with the Town Crier being used to help identify former Brownies in the area.]**

50 years of MENCAP (It was understood that further information was to be supplied by Cllr Mrs S Maughan and Cllr Mrs P Strack)

‘Allo ‘Allo Event (was understood that further information was to be supplied by Cllr C Butchins).

22. TOWN CRIER

There were no matters for discussion.

23. CLOSURE

The Meeting closed at 9.20 pm.

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