

ELSTREE AND BOREHAMWOOD TOWN COUNCIL

ENTERTAINMENTS COMMITTEE

MINUTES of a meeting held in Fairway Hall, Brook Close, Borehamwood on **Tuesday 8th April 2014** at 7.30pm

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

In attendance: T Malton (Deputy Clerk)
H R O Jones (Town Clerk)

72. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies for absence were received from Cllr Mrs A Mitchell (Other Business) (Cllr Mrs P Strack Substituted).

73. DECLARATIONS OF COUNCILLORS' INTERESTS

There were none.

74. MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting of the Committee held on 4 March 2014 were approved and authorised for signing by the Committee Vice Chairman.

75. CHRISTMAS LIGHTS

The correspondence relating to the Festive Lighting Scheme 2013/14 and fault repair times was noted and it was understood that the Council had taken all reasonable measures to address the issues. The Council awaited a response from Ringway Infrastructure Services Ltd concerning the ongoing requirements for testing of lights and an update report, once available, would be provided at a future meeting.

76. FESTIVAL 2014 UPDATE REPORT

The following organisations would be allocated stalls (with some joint stalls) for the Pre Festival event on Sunday 3 May 2014:

Aldenham Country Park (ACP) (shared environmental stall)
Ark Theatre (a stall in a prominent location for ticket sales)
BETTA
Com.Unity Choir
Community Action Hertsmere (CAH)
Elstree & Borehamwood Light Operatic Society (EBLOS)
Elstree Productions
Elstree Screen Heritage
Food Bank
Garden Crafts
Green Belt Society (shared environmental stall)
Hertsmere MENCAP (with help from the Youth Council)
Hertsmere Community Transport
Maxwell Park Centre
Museum
Neighbourhood Watch (shared stall with Borehamwood Athletic)
Police Cadets
Rotary Club of E & B
Royal British Legion
Visually Impaired Club (Vic)
Woodcock Hill Village Green (shared environmental stall)

Hertsmere Leisure and Borehamwood Library would participate (but with no stall).
Two concerts would be taking place (11.30 am and 2.30 pm).

Cllr Mrs P Strack was thanked by Members and Staff for her work in organising and promoting interest in the Pre-Festival Event. It was understood that without her input, the event would not be taking place. She was also arranging for Brownies' Memorabilia to be displayed at the event. J Simon was thanked for her work in collecting and processing the forms for the Pre-Festival, Parade and Families Day applications.

Those Parade entries seeking financial support for float assistance were noted with a final decision on awards to be taken after the Festival at the Committee meeting on 15 July 2014.

The Committee welcomed the news that Cllr Mrs P Strack had obtained sponsorship by way of a "free" lorry and driver for the Town Council's float (themed "Summer Holiday") from Sainsbury's (who have been listed as an official Festival sponsor together with Taylor Wimpey – who donated £500 - on the cover of Town Crier 14).

The draft programme for Families Day on Saturday 28 June 2014 was as follows:

Large Central Arena Timetable:

- 12.30 – 13.00 Michael Davie Falconry Display
- 13.00 – 13.30 K's School of Dance
- 13.30 – 14.00 Mid Wales Axemen Display Team
- 14 .00 – 14.30 Chahna Dance and Performing Arts
- 14.30 – 15.00 Essex Dog Display Team

- 15.00 – 15.30 Michael Davie Falconry Display
- 15.30 – 16.00 The Mid Wales Axemen Display Team
- 16.00 – Finish Essex Dog Display Team

Small Arena:

- 1.25 pm – First Show (30-40Mins)
- 3.10 pm – Second Show (30-40Mins)
- 4.20 pm – Third Show (30-40Mins)

Times slots were set so as not to clash with the arena timetable in order for the public to be given the opportunity to see all the acts on offer.

Outside Arena:

- Fun-2-C-Faces (x4 Face Painters)
- Lee Family Amusements (x3 Kiddies rides, x1 Inflatable Play Centre)
- The Table Top Circus (Various Mingling performances)
- Ace Entertainment (x2 Magic Balloon Model Artistes)
- Pinxton Puppets
- Mountain Bike Display Team

Caterers:

- Sizzlers Caterers (Jacket Potatoes with various fillings including vegetarian options, Sausage in rolls, Tea/Coffee Soft Drinks)
- Lee Family Amusements (Burger Van, Tea/Coffee, Candy Floss)
- Novello Ices (x2 Ice Cream vans) One van placed at the exit to Meadow Park via Car Park and one placed at top end of Meadow Park by Broughinge Road.

It was **RESOLVED** that:

- (i) **MENCAP be nominated as the Town Council's official charity for the Festival and Pre-Festival 2014 (with donations being collected at the Offenburg Brass Band concert on 27 June 2014 at the Ark Theatre in lieu of tickets being sold);**
- (ii) **posters and flyers be prepared to publicise the Pre-Festival Event 2014;**
- (iii) **The Museum be asked to submit further information for contributory funding to be provided by the Town Council to assist with the History Walk on 29 June 2014;**
- (iv) **the Council Grounds Team be asked to assess the interior of All Saints Church for assistance with the flower displays in order not to damage the fabric of the building (in conjunction with Rev T Warr);**

- (v) **clarification be sought on whether “Free Parking” would be provided at the civic car park on 21 June 2014 (to coincide with the Classic Vehicle Show);**
- (vi) **a formal invitation to the Offenburg Brass band reception at Fairway Hall on Friday 27 June 2014 be issued (with catering to be organised by Council Staff);**
- (vii) **Cllr G Franklin be thanked for agreeing to compère the Families Day acts on 28 June 2014; and**
- (viii) **the general guidance notes from Hertsmere Borough Council pertaining to water usage at temporary events was received and adopted as Town Council policy (noting that bottled water would be available at the Civic Parade on 14 June 2014).**

77. TOWN CRIER

The Committee reviewed Edition 14 of the Town Crier by way of an on-screen projection and noted that it was on schedule to be distributed from 25 April 2014 (in time to publicise the Pre-Festival Event on 3 May 2014). The Festival Listings 2014 and Annual Report 2013/14 would also be published separately for inclusion on the Council’s website and social media platforms.

The Committee also observed the Council’s newly re-launched website and Facebook page in order to assess how user friendly these were for residents in receiving news, being notified of events and in obtaining Council services (including allotments, community grant guidance and Fairway Hall hire).

The Chairman asked for thanks to all Staff who had worked on Town Crier Edition 14 to be recorded in the minutes.

It was further noted that the next meeting of the Town Crier Sub-Committee was scheduled for Monday 7 July 2014 at 10.00 am.

78. CLOSURE

The Meeting closed at 8.15 pm.

It was noted that the next Committee meeting was scheduled to take place on 10 June 2014.

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