

ELSTREE AND BOREHAMWOOD TOWN COUNCIL

ENTERTAINMENTS COMMITTEE

MINUTES of a meeting held in Fairway Hall, Brook Close, Borehamwood on **Tuesday 3 April 2018** at 7.30pm

Present: Cllr Mrs P Strack (Chairman) (in the Chair)
Cllr E Silver (ex-officio)
Cllr V Eni (ex-officio)
Cllr Mrs S Parnell
Cllr Mrs A Mitchell
Cllr Mrs F Turner
Cllr A Coleshill
Cllr C Butchins (Substitution)

In attendance: D Salter (Entertainments Officer)

61. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies for absence were received from Cllr C Barker (Vice Chairman) (Cllr C Butchins Substituted).

62. DECLARATIONS OF COUNCILLORS' INTERESTS

There were none.

63. MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting of the Committee held on 6 March 2018 were approved and authorised for signing by the Committee Chairman.

64. PRE FESTIVAL

Members received an update report from the Events Officer on the arrangements for 2018 Pre Festival. It was noted that the event continued to be a positive opportunity for Festival tickets to be sold and for the entertainments on offer during the programme to be advertised to the wider public. It was further noted that J Amer Amusements would be providing children's rides and refreshments (tea, coffee and biscuits) would be provided free of charge to the public from the Town Council's gazebo and café style tables and chairs.

Pre Festival Line-up:

11am	Derek Holland - Orchestra (inside the Church)
12pm	Borehamwood Rock Choir - Singers (Outside)
12.30pm	Borehamwood Brass - Musical Performance (Outside)
1.15pm	Riley Levene - Singer (Outside)
1.45pm	James Stowell - Singer (Outside)

65. CIVIC FESTIVAL 2018

The Entertainments Officer provided Members with an update on arrangements for the 2018 Civic Festival. Commenting on the acts and events organised by the Committee since the Autumn, Members were pleased with the range and quality of entertainments put forward, especially the incorporation of the 150 Years of Railway theme and Black History week into the programme. The African Drummers in particular were a welcome and exciting new addition to the Carnival Parade. It was also noted that Maxwell Park Community Centre would be hosting a Wrestling Event on 17 June 2018 which would also form part of the Town Council's programme.

Members of the Committee were encouraged to help raise awareness of all of the events and to promote entries for the Parade, Talent Show and Families Day (application forms would be available in Town Crier Edition 30). Publicity for the Festival was not limited to the quarterly magazine but would include notice board posters, flyers, banners, social media and websites and stand-alone festival guides being delivered to designated locations in Elstree and Borehamwood.

Festival Service

It was reported by the Entertainments officer that the Borehamwood and Elstree United Synagogue in Croxdale Road had been approached to host this year's festival service. Cllr F Turner offered her support if needed in arranging this event (provisionally to take place on Sunday 17 June 2018).

Discussions were ongoing with staff and leaders at the Synagogue to ensure that the event was well planned and well attended. The Town Council took special care to encourage participation in the Festival by those members of the community of all faiths and those of none. Previously, the service had been held at local Christian places of worship.

Make a Face

The Entertainments officer gave a verbal report from the "Festive Lighting and Hanging Basket Seminar" by the County Council which he attended on 20 March 2018. It was noted that the Seminar had been previously cancelled twice this year due to bad weather.

It was reported that in order to have bunting from the lamp posts in Shenley Road a licence would be required similar to the one obtained for the Christmas Lights with the following information.

- Details of attachment (dimensions, weight, mounting bracketry etc.)
- Copy of the Insurance Certificate for the “Operator” indicating the minimum requirements of the Highway Authority has been met.
- Copy of the Insurance Certificate for the appointed “Contractor” indicating the minimum requirements of the Highway Authority has been met.
- Detailed plan indicating fixing points, route of any span and traffic management details.
- Report by a structural engineer to confirm that the structural integrity of anchors and Highway Authority apparatus and associated infrastructure are not compromised by attachment.
- Installation and removal dates.
- Contractors RAMS & Traffic Management details
- Operators 24hr emergency contact number.
- Contractors 24hr emergency contact number.

Soul Jump

Cllr V Eni proposed that Soul Jump (local band) perform at the Festival Band Stand Concert taking place on Sunday 24 June 2018. The band had limited funding for the event and it was put forward that the Town Council support the group by contributing to the cost of the Festival show.

Festival Parkrun

The organisers of this year’s Festival Parkrun (5km twice around Aldenham Reservoir) had requested that along with the normal trophies everybody who takes part receives a medal. Information on the Parkrun together with the straightforward registration procedure could be obtained from the website (www.parkrun.org.uk/Aldenham).

Festival Sound

The committee received a quote from AMC Communications to supply sound for both the Parade (£250) and Families Day (£260).

It was RESOLVED that:

- (i) a quote be obtained from Lamps and Tubes for the “Make a Face” project in order to survey lampposts and erect the items put forward as suggested by the Committee Chairman;**
- (ii) the Town Council contribute £800 to the Soul Jump festival show (coded to 302/3229);**
- (iii) participation medals be purchased for the Festival Parkrun;**

- (iv) **5000 Festival flyers be produced and given out to local organisations in the town; and**
- (v) **AMC Communications quote for the Parade (£250) and Families Day (£260) be approved (coded to 301/3142).**

66. FUTURE EVENTS

Members received an update on future events.

Aldenham Country Park Community Fun Day

Sunday 29 April 2018

10.30am – 4.00pm

Line-up:

- 11.00am Nature Walk
- 12.00pm James Stowell
- 12.30pm Riley Levene
- 1.00pm Aldenham Lake Walk
- 1.30pm James Stowell

Other events taking place would be:

- Love on the Rocks
- Meets the Fire Service
- Free Climbing Wall
- Vintage Bus
- Writers in the Wood
- Face Painting and Crafts
- Winnie the Pooh
- Environmental Stall
- DR96 Stall
- Woodcock Hill Stall
- Visually Impaired Club

The Royal Wedding

It was noted that this (£3 per ticket event) would take place on Saturday 19 May 2018 at Fairway Hall from 10am. A quote had been requested from Torpedo Factory Group to supply a temporary screen to go up for this event. Tickets would be available at the Pre Festival Event and at the Town Council reception desk.

67. CLOSURE

It was noted that the next Committee meeting was scheduled to take place on Tuesday 8 May 2018.

The meeting closed at 8.30pm.

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