

ELSTREE and BOREHAMWOOD TOWN COUNCIL

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Fairway Hall,
Brook Close,
Borehamwood,
Herts. WD6 5BT

All Committee Members are hereby summoned to attend a meeting of the
ENTERTAINMENTS COMMITTEE
which will be held on
Tuesday 10th January 2017 at 7.30pm
in the Meeting Room at Fairway Hall, Brook Close, Borehamwood, WD6 5BT
[Meeting Open to Press & Public]

AGENDA

1. **Apologies:** To receive and accept apologies for absence.

2. **Declarations of Interest:** To:
 - a) receive declarations of interest from Councillors on items on the agenda;
 - b) receive written requests for dispensations for declarable interests; and
 - c) grant any requests for dispensation as appropriate.

3. **Minutes:** To confirm and sign the minutes of the meeting held on 9 November 2016.

- Attached

4. **Christmas Lights 2016:** To review 2016/17 Christmas lights switch on event and performance and to consider any matters for action, in particular:
 - (i) fault reporting and acceptable repair times;
 - (ii) the overall enjoyment of the Festive experience provided by the Town Council with feedback received from residents; and
 - (iii) any performance issues.

5. **150 Year of Elstree & Borehamwood Train Station:** To consider brief from First Impressions regarding the 150th anniversary of Elstree & Borehamwood Train Station

- Attached

6. **Elstree Studios 90th Anniversary Film Evening:** To consider verbal update report on the film event taking place on 16 March 2017.

7. **2017 Pre Festival & Civic Festival:** To consider preliminary festival arrangements, including:

- (i) Pre Festival update
- (ii) Town Council Festival Events update.



D Salter
Events Officer
5 January 2017

ELSTREE AND BOREHAMWOOD TOWN COUNCIL

ENTERTAINMENTS COMMITTEE

MINUTES of a meeting held in Fairway Hall, Brook Close, Borehamwood on Tuesday 8 November 2016 at 7.30pm

Present: Cllr Mrs P Strack (Chairman) (in the Chair)
 Cllr C Barker (Vice Chairman)
 Cllr C Butchins (ex-officio)
 Cllr R Butler
 Cllr V Eni
 Cllr Mrs A Mitchell
 Cllr G Silver (Substituted)

Also Present: Cllr Mrs S Parnell

In attendance: D Salter (Events Officer)

42. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies for absence were received from Cllr Mrs F Turner (Other Business) (Cllr G Silver Substituted).

43. DECLARATIONS OF COUNCILLORS' INTERESTS

There were none.

44. MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting of the Committee held on 19 October 2016 were approved and authorised for signing by the Committee Chairman.

45. FIREWORKS NIGHT

Members received the Head Steward's written debrief report following the 5th of November Fireworks Display at Meadow Park:

“The evening went well with no problems with the setting up earlier in the day either. The metal barriers (supplied by John Amer) used near the gate end of Meadow Road were very effective in deterring vehicle access. I was only aware of one lady who collapsed and required the intervention of the Red Cross on the night. This was overseen by two Police Officers. R Jarvis – Head Steward.”

Members asked to record their appreciation in the Minutes of the meeting for the Events Officer’s and Head Steward’s high level of organisation for the event. It was noted that public comments had indicated that the quality of the Fantastic Fireworks display improve year on year as the technology behind the pyrotechnics

46. CHRISTMAS LIGHTS

Members received a progress report on arrangements for organising the 27 November 2016 Christmas Lights switch on.

It was noted that all arrangements for this event had now been completed insofar as this was possible to do so (including obtaining stewards, the issuing and obtaining of proper licenses, permissions, risk assessments, insurance(s) and police and traffic notifications).

It was also noted that Tesco would be distributing complimentary tea and coffee to members of the public as well as free cakes.

47. ELSTREE STUDIOS 90TH ANNIVERSARY FILM EVENING

Members received an update report on the arrangements for the film evening taking place at the Reel Cinema in the early part of 2017.

It was AGREED that:

- (i) the chosen film be “Raiders of the Lost Ark” to coincide with Harrison Ford receiving a plaque in 2017 and the George Lucas themed 2017 Civic Festival; and**
- (ii) Ticket prices be £5 each and Family Tickets be £15 (2x Adults 2x Children).**

48. TOWN CRIER

Members received an update and draft copy of issue 24.

49. CLOSURE

It was noted that the next Committee meeting was scheduled to take place on Tuesday 10 January 2017.

The Meeting closed at 8.30pm.

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



First IMPRESSIONS

Celebrating the 150th anniversary of Elstree & Borehamwood Railway Station

Revised 18th November 2016

When the Midland Railway Company built its extension from Bedford to St. Pancras, it opened a station called "Elstree" in July 1868. The arrival of the railway was critical to the growth of the town and to the start of its film industry in 1914.

Today the station is called Elstree & Borehamwood and is used by passengers to make more than four million journeys every year, putting it among the busiest 5% of main line stations in the country. It has the second fastest projected growth in footfall of any of the stations on its line.

We propose to celebrate this milestone event, so critical to our Town, through a year-long programme of activities designed to involve all local residents, with active roles for a wide range of local groups, including the Town Council, Hertsmere Borough Council, Hertfordshire County Council, train operator Thameslink and local volunteer group Elstree Screen Heritage.

For the past six years these organisations have worked together in an initiative called "First Impressions" to create a more attractive and welcoming public environment, using high impact visuals from Elstree & Borehamwood's unique film and television heritage. This multi-agency framework will be needed to plan and deliver as an ambitious programme as the 150th Anniversary celebrations.

Train operating company, Thameslink, will play a key role. A founder member of First Impressions, Thameslink has formally awarded "First Impressions" "Community Partnership" status. Thameslink has supported other community groups in marking rail anniversaries; we would gain from this experience.

2018 will mark completion of investment in infrastructure improvements (originally called Thameslink 2000), with significant increases in train frequency and service reliability. By 2018 Thameslink should also be able to publicise the outcome of discussions with Network Rail about building a replacement station. The 150th anniversary would create an excellent platform for publicising such good news.



First IMPRESSIONS

The Museum would stage a 6-month exhibition, drawing on its collection of material and the knowledge of its volunteers. Co-located with the Museum, our Library would mount displays as well as running railway-themed reading programmes with local schools. Further outreach would be achieved by producing learning packs which the Museum's Learning Officer would deliver at schools.

The Town Council may agree that an edition of its "Town Crier" magazine could be dedicated to the anniversary. This publication is distributed to 15,000 local households and additional free copies would be given out. There would also be a brief documentary film, including still photos, local video recordings and perhaps several oral interviews.

A special event will be staged at the railway station, the Town's Summer Civic Festival will adopt the anniversary as its theme and Elstree Screen Heritage will screen railway-themed films actually created in Elstree Studios (e.g. "The Railway Children", "Murder on the Orient Express") Other events and activities would engage local residents of all ages.

We would draw on such resources as HALS (Hertfordshire Archives and Local Studies), the Hertfordshire Heritage Hub run by the University of Hertfordshire and the Hertsmere Heritage Forum. Working relationships with these resources are already in place.

Each member of "First Impressions" has pledged financial support and the time of volunteers. Several commercial organisations may help fund the programme.

With so many groups being involved we believe a key to success will be the appointment of a paid part-time Project Coordinator, working in conjunction with the "First Impressions" team.