



ELSTREE and BOREHAMWOOD TOWN COUNCIL

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All Committee Members are hereby summoned to attend a meeting of the
ENTERTAINMENTS COMMITTEE
which will be held on
Tuesday 12 November 2019 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. **Public Participation:** To receive questions/statements from the public in relation to items on the agenda (one 3 minute slot for up to 3 Members of the Public)
3. **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.
4. **Minutes:** To confirm and sign the Minutes of the meeting held on 15 October 2019.

- Attached
5. **Fireworks Night:** To consider Entertainment Officers debrief following 5 November 2019 Fireworks Display on Meadow Park.
6. **Christmas Lights:** To consider the progress in arrangements for organising the 2019/20 Christmas Lights and 'Switch On' Event on 1 December 2019
7. **Families Day 2019 Acts:** To consider options for Families Day 2020 acts and artistes

8. **Town Crier:** To consider issues arising from production of (Issue 36) scheduled for delivery on 17 November 2019.

A handwritten signature in black ink, appearing to be 'D Salter', with a stylized flourish at the end.

D Salter
Entertainments Officer
5 November 2019

Distribution List:

Name	Organisation	post	e-mail	courier
Cllr C Butchins	EBTC		X	
Cllr C Barker Committee Vice Chairman	EBTC		X	X
Cllr R Butler	EBTC		X	
Cllr A Coleshill Committee	EBTC		X	X
Cllr G Franklin	EBTC		X	
Cllr E Silver Committee	EBTC		X	X
Cllr G Silver	EBTC		X	
Cllr Mrs A Mitchell Deputy Mayor Ex Officio	EBTC		X	X
Cllr Mrs S Parnell Committee	EBTC		X	X
Cllr V Eni Mayor Ex Officio	EBTC		X	X
Cllr S Rubner	EBTC		X	
Cllr Mrs P Strack Committee Chairman	EBTC		X	X
Cllr Mrs F Turner Committee	EBTC		X	X
Library	96 Shenley Road	X		
Borehamwood & Elstree Times	Borehamwood Times	X		

ELSTREE AND BOREHAMWOOD TOWN COUNCIL

ENTERTAINMENTS COMMITTEE

MINUTES of a meeting held in Fairway Hall, Brook Close, Borehamwood on **Tuesday 15 October 2019** at 8.00pm

Present: Cllr Mrs P Strack (Chairman) (in the Chair)
Cllr S Rubner (ex-officio)
Cllr M Vince
Cllr V Eni
Cllr Mrs F Turner
Cllr C Butchins (Substituted)

In attendance: D Salter (Entertainments Officer)

30. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies for absence were received from Cllr S Lawrence, (Other Business), Cllr Mrs Parnell (Other Business) (Cllr C Butchins) (Substituted), Cllr A Collins (Other Business).

31. DECLARATIONS OF COUNCILLORS' INTERESTS

There were none.

32. MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting of the Committee held on 3 September 2019 were approved and authorised for signing by the Committee Chairman.

33. PUBLIC PARTICIPATION

There was none.

33. FIREWORKS 2019

The Entertainments Officer provided Members with an update on the final arrangements for the 2019 Fireworks display.

The Theme for this year was “The Greatest Showman.”

34. CHRISTMAS 2019

The Entertainments Officer provided Members with an update on the arrangements for the 2019 Christmas Switch-on and BBC Elstree Concert Band Christmas Concert.

Gristwood and Toms will be providing five trees this year which will be located in following locations

- All Saints Church
- Leeming Road
- Elstree
- Manor Way
- Railway Station

It was RESOLVED that:

- (i) putting lights in the bush outside Fairway Hall be investigated and the trees outside All Saints Church; and**
- (ii) a small lighting ceremony be held at the Railway Station on Tuesday 3 December 2019.**

35. COMMITTEE BUDGET 2020/21

Members reviewed the DRAFT 2020/21 Committee Budget noting that these would be considered by the General Management Committee at its meeting on 7 November 2019 prior to being ratified by Full Council on 15 January 2020.

It was RESOLVED that:

headline items for the 2020/21 Entertainments Committee Budget be recommended as follows:

Item (Rationale)	Proposed Increase/Decrease	A/C Code and 2020/21 Budget
VE Day Celebration	£1,000	New Budget £1,000
Fireworks Sound	£350	3131/301 £1,250
Event Staff (Civic Festival)	£500	3210/302 £3,000
First Aid	£50	3143/301 £1,050
Pre-Festival	£2,000	New Budget £2,000
Photographic Service	-£200	3245/302 £0

26. FUTURE EVENTS

Members discussed possible future events.

- Year of Culture/Day of Culture – 19 July 2020

27. TOWN CRIER

Members received an update on the progress of the Winter Edition of the Town Crier (Issue 36).

It was RESOLVED that:

the Town Crier deadline and delivery dates for 2020 be as follows:

- **Spring (Issue 37) deadline 8 January for delivery 7 February**
- **Summer (Issue 38) deadline 6 April for delivery 8 May**
- **Autumn (Issue 39) deadline 6 July for delivery 7 August**
- **Winter (Issue 40) deadline 12 October for delivery 13 November**

41. CLOSURE

It was noted that the next Committee meeting was scheduled to take place on Tuesday 12 November 2019.

The Meeting closed at 9.00pm.

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