ELSTREE AND BOREHAMWOOD TOWN COUNCIL

ENTERTAINMENTS COMMITTEE

MINUTES of a meeting held in Fairway Hall, Brook Close, Borehamwood on Tuesday 17 October 2017 at 8.00pm

| Present: | Cllr Mrs P Strack (Chairman) (in the Chair) Cllr Mrs A Mitchell Cllr Mrs F Turner Cllr Mrs S Parnell Cllr A Coleshill |
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| | Cllr C Butchins (Substitutions) |
| | |

In attendance: D Salter (Entertainments Officer)

32. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

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

33. DECLARATIONS OF COUNCILLORS' INTERESTS

There were none.

34. MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting of the Committee held on 12 September 2017 were approved and authorised for signing by the Committee Chairman.

35. FIREWORKS 2017

Members received a progress report on arrangements for organising the 5 November 2017 Fireworks Display on Meadow Park.

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 noted that whilst policing priorities were not within the Council's direct control, every effort had been made to ensure that adequate numbers of PCSOs, Specials and regular Officers would be available on 5 November 2017, especially as the event fell on a Sunday.

36. CHRISTMAS 2017

Responding to calls by some Members of the Public to provide additional safety precautions on Shenley Road, the Town Council had hired J Amer to provide metal safety barriers to be positioned along the pavement outside All Saints Church.

It was noted that the Mayor's 2017/18 Charity (Elstree and Borehamwood Dementia Club) would be the sole charity collectors for the event (although other organisations would be permitted to be present and publicise their chosen charities).

Members received the final programme for the 2017/18 Christmas Lights and 'Switch On' Event taking place on Sunday 26 November 2017 as follows:

Inside All Saints Church

- 2:00pm Children's Concerts performed by Monksmead School, St Teresa's School and Meryfeild School
- 3:00pm Borehamwood Community Choir

[It was noted at the Church's request that this year's Children's Concert would be limited to three schools and 250 tickets.]

Outside All Saints Church

- 3:00pm K's School of Dance
- 3:30pm James Stowell Local Singer
- 3:45pm Borehamwood Brass
- 4:30pm Switch On by the Town Mayor
- 4:35pm Borehamwood Brass

37. RISK ASSESMENTS

The Committee received and approved the wording of risk assessments prepared by the Entertainments Officer for Fireworks Night, Christmas Coach Trips and The Christmas Lights Switch On.

38. CHRISTMAS COACH TRIPS

Members received a progress report on arrangements for the 2017 Christmas Coach Trips. It was noted that tickets would be on sale from 20 November 2017 and that these would be advertised in the Town Crier publication and on social media.

It was **RESOLVED** that:

the Christmas coach trip destinations for 2017/18 be Winchester on Monday 11 December 2017 and Canterbury on Thursday 14 December 2017.

39. ENTERTAINMENTS COMMITTEE MEETING DATES

It was **RESOLVED** that:

the Entertainments Committee meeting taking place on 9 January 2018 be cancelled and replaced with an additional meeting on 8 May 2018.

40. FUTURE EVENTS

The Entertainments officer updated members on the Beacon Lighting event taking place on 11 November 2018 at Woodcock Hill to commemorate the end of the First World War.

Due to the early time of dusk in November it was noted that Borehamwood Brass would perform before the event itself at Fairway Hall then afterwards minibuses would be arraigned to transfer guests to Woodcock Hill for the beacon lighting.

Members also received a proposal from Mrs S Moser (Hertsmere MENCAP) regarding the 'Make a Face' project (an arts and craft initiative for schoolchildren to display pictures on Shenley Road during the Civic Festival) and it was understood that this would be carried out in partnership with the Town Council.

41. COMMITTEE BUDGET 2018/19

Members reviewed the DRAFT 2018/19 Committee Budget.

It was AGREED that:

- (i) a cheque be issued to Elstree Screen Heritage for £3,000 for 2017/18 budget item 150 Years of the Railway Station (coded to 3145/301); and
- (ii) the Entertainments Committee's Draft Budget 2017/18 be recommended for consideration by the General Management Committee prior to adoption by Council in January 2018 as set out in the report before Members subject to the following additional item:
 - Battle's Over Beacon Lighting 11th November 2018 £1,000

42. TOWN CRIER

Members received an update of issue 28.

43. CLOSURE

It was noted that the next Committee meeting was scheduled to take place on Tuesday 14 November 2017.

The meeting closed at 9.00pm.

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