

MINUTES of a MEETING of the EVENTS COMMITTEE of WINSLOW TOWN COUNCIL
held on MONDAY 2nd July 2012, at 8pm in the Council Chamber at 28 High Street, Winslow.

	<p>Present: Mr J Knight (Chairman) Mrs Curle and Cllrs Cawte, Payne and Knight, Apologies: Cllr Chambers (holiday) and Ms Beattie (family) Clerk: B Bradford</p>
E12/74	<p>Declarations of Interest The Clerk had circulated the new draft Code of Conduct and guidance notes as well as forms for the Declaration of Interests in accordance with the revised Code (which is due to be adopted at Council on 5th July 2012). The differences between the existing and the new code were highlighted to Members as well as the penalties which could arise and the requirement to submit a declaration to the Clerk within 28 days of adoption of the new Code. Members were recommended to declare any interests in accordance with the new code with immediate effect. A declaration form will be supplied by AVDC in due course which will also require completion and will be published on their, as well as WTC's, website. Declarations were received by from Cllrs Cawte and Knight.</p>
E12/75	<p>Minutes of Meeting on 11th June RESOLVED that the minutes be signed as a true record. Matters Arising: None</p>
	<p>Items deferred from last meeting none</p>
	<p>Items delegated by Council: none</p>
E12/76	<p>Administration: Members considered whether it is still appropriate for this committee to meet monthly, the consensus was that it is, in preference to a scheme of more extensive delegation to working parties and/or clerical team/individual members.</p>
E12/77	<p>Farmers Market: Entertainment: Vivace had been much appreciated and will return in 2013, Ford & Ward are booked for August, Down for the Count for September.</p>
E12/78	<p>Equipment: equipment has been loaned/hired as follows in the past month: Jubilee Events x 5, School Fete, Playgroup Fun Day. Weather has been windy for most of these events and some gazebos have suffered: one is broken beyond immediate repair, 2 or 3 are quite bent, clips are missing on some others. RESOLVED that the default response to any new requests should be no, whilst Members consider the future organisational structure of FM (see item below) Some repairs remain outstanding and now there may be preventative action required. It has proved impractical to do this and inspections at FM or as a team of 1 or 2 in the shed. Agreed that a date would be set for a minimum of 4 to meet at the storage venue to go through all equipment to identify repairs and spares/replacements required.</p>
E12/79	<p>Trailer: The bogey wheel has been damaged through additional/different loading/towing and requires repair, Clerk to arrange.</p>
E12/80	<p>Towing Vehicles: The school hire has highlighted that not all towing vehicles are suitable for the job, this combined with the potential loss of the free use of the land rover is prompting the need for a radical rethink of arrangements. Consideration must be given urgently to whether purchasing a vehicle such as the land rover (cost c £2,000, tax c £250pa, insurance c £250pa) would be a cost effective move for Council in the light of other organisational issues and if it could facilitate the development of other service improvements/opportunities.</p>
E12/81	<p>Drivers/use of volunteer's vehicles: Members considered whether a payment per journey in consideration of expenses incurred would be appropriate in the short term, given that a few vehicles/individuals are undertaking the work, not just for Farmers Market, but also for loans. RESOLVED not to implement any such scheme at present given other issues re vehicles above.</p>
E12/82	<p>Marketing: <u>Winslow Branding:</u> (E12/66) real progress should be made after the Olympic Torch <u>Winslow Website</u> – (E12/66) problems continue with the existing Winslow Times site, there is no opportunity to revise arrangements until after the Torch. Cllr Payne will circulate a specification against which quotes can be invited. <u>Promotional Products</u> (Ev11/155) Cllr Knight disputed that a decision had been made not to expand the product range. The Clerk advised that as it is now 6 months since the matter was last considered it could be reconsidered. Given the organisational issues under consideration members RESOLVED to defer further consideration for the time being.</p>
E11/83	<p>Traders: 27 at July market. 21 paid plus 3 booked for August and further 2 possible. Harvest/Ravens Den pies no longer exist and there is no alternative on the waiting list, an approach re logs has been received and Kelly's Turkeys will return in Sept for 4 months.</p>
E12/84	<p>Community Stall August - Medical Detection Dogs based at Greenway Industrial Park, stall</p>

E12/85	booked to January 2013. Clerk to thank WI volunteers who had been numerous and proactive. Accounting relating to Markets, Event & Theatre ticket sales, promotional items and other business activities. The Clerk explained that a radical rethink is required to ensure the community is benefitting from the FM in the way and to the extent intended. It was agreed that a working party should look at the options available to Council as a matter of extreme urgency, as well as realistic staffing requirements. Options to be explored include charity status, formation of a trading company and community enterprise. Networking to be undertaken by Members eg with other markets/small councils.
E12/86	Other Events Theatre in the Villages (E12/69) only one production can be secured for the St Laurence Room. RESOLVED that Cllr Cawte book Hungry Heart on 13 th October, details for tickets and posters to include themed finger food and drinks available from 7pm (Cllr Cawte authorised to undertake appropriate expenditure to source and price these), performance at 8pm
E12/87	Handmade & Vintage and Christmas Fayres (E12/70) Members noted that the Chamber of Trade wishes to withdraw from organisation of this event, but continue to be allocated a stall to undertake promotion and fundraising. Mr & Mrs Knight are prepared to continue to run the events as a Working Party of the Events Committee. This arrangement was considered by Members to be an appropriate way forward whilst other matters per items above are explored and resolved. Clerk to forward appropriate Event Monitoring paperwork to Mrs Knight.
E12/88	Opera (E12/71) Members noted that reduced price tickets for first night would be offered to the most affected residents this week, free tickets for the dress rehearsal will be offered in due course. Arrangements are in hand to deliver the gazebos on the morning of Friday 20 th July but the Clerk has and will not be able to arrange collection on Sun evening (29 th) or Mon (30 th). Clerk to clarify number required and confirm the arrangements for payment.
E12/89	Olympic Torch (E12/72) Amscan in MK have made contact offering a large amount of bunting, flags etc to be put up by volunteers tomorrow. Clerk, Clare & Janine are working almost all their working hours on just the Torch arrangements at present. Local training evening for volunteers Thurs 5 th . The Clerk reported that much information from BCC has been conflicting and/or not verified locally before publication which has been unhelpful. 1000 leaflets printed by AVDC have been distributed to key points and strategic households. Press coverage to date has been minimal. Details of who will carry the torch where will not be confirmed until the night before, including details of any celebrity allocation(s). Parking will be a significant issue due to the weather making most field parking options impractical.
Correspondence – none	
E12/90	Items For Information Members noted that Mary Berry had been awarded the CBE and requested that the Clerk write a letter of congratulations.
9.27pm	<i>Meeting Closed</i> Signed: (Chairman) at Meeting (date):