

Bretton Parish Council

Minutes of the Bretton Community Festival Committee Meeting held on the 8th September 2016 at 5.00 p.m. at the Parish Offices, Unit 2, Pyramid Shopping Centre, Bretton

Present: Councillors, M Clements, C Lee (presiding), J Merrill, C Tilling and S Warren

Others: B Champness (Clerk) Billy Coyle and Ashley Smith

Not Present: D Defraime

Open Forum

There were no members of the public present and the meeting was formally opened at 17.00. In the absence of Cllr Defraime Cllr Lee acted as Chair. The Chair welcomed Billy Coyle and Ashley Smith to the meeting. They had expressed an interest in attending this meeting having helped at the festival this year. They felt they could offer a different point of view on how they thought the festival went.

114. Apologies for absence

114.1 No apologies were received

115. Declaration of Interest – To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item

115.1 No one declared an interest in any item on the agenda.

116. To approve the minutes of the 7th July 2016 (BCF15-10)

116.1 **Resolved:** that the minutes of the 7th July 2016 be signed by the Chair as a correct record.

117. To discuss the good and bad aspects of the festival and how we can improve these for next year.

117.1 It was pointed out that we had printed 2000 leaflets/flyers which were too many bearing in mind they were only given out to the children in the 5 schools in Bretton. It was also felt that not handing out the leaflets at the front of Sainsbury's did not have an adverse effect on the numbers attending. Consideration should again be given to this happening next year but with only 1000 leaflets being printed.

117.2 Not having someone to officially open the festival was not a bad thing but we would get someone to do this if it was felt that person would have the effect of drawing people to the festival

117.3 The committee members stated that the group which opened the proceedings went unnoticed as all were otherwise engaged on other things but they had not heard any negative comments.

- 117.4** With regard to the acts in the arena we had the same problem each year with many acts wanting to be first on or as early in the proceedings as possible. Also a couple of acts did not attend which made for some large gaps in the proceedings. It seemed that all went very well up to the Dog Show and by the time that the stalls left most people thought the festival was over and left as well. A possible solution was to over book the number of acts and if they attend keep their act to strict times but if any acts fail to attend then the act already performing or to perform later could be asked to do a longer stint. Likewise as it was difficult to know if an act was in attendance that we ask them to attend at least 30 minutes earlier and to attend the arena tent to sign in. As for the arena tent this should be made more obvious with signs and other possible visible means to show people where to come to.
- 117.5** All the acts who performed in the arenas well as the Dog Show were good and well received. The only concern was the Paper Wizard, who refused to use a microphone and as a result he could not be heard. Consideration should be given to invite Tom Puckett back in 2017.
- 117.6** Stall holders must be told next year that if they arrived before the agreed time they would be refused access to the site until the allotted time. This would ensure that all volunteers/helpers could concentrate on the work they were doing such as putting up tents and marking out. To ensure that people did not leave when the stall holders left there should be an announcement by the compere advising that the festival would continue with live music and or a disco. The groups who attended this year and performed at the end were very good.
- 117.7** It was felt that perhaps we would not have a car boot next year. This would mean we would have more space for the food stalls and we would charge them more as we had to pay for bins to get rid of their rubbish. This extra cash would make up for not receiving money for the car boot. The food stalls were very successful and should be asked back.
- 117.8** The arena tent should have its own water supply rather than just having water in the parish tent selling tickets.
- 117.9** There was more help from volunteers this year but there were still not enough people. The Clerk was to check if Peterborough City Council had a bank of volunteers we could call on to help. We might ask if anyone from Ferry Meadows could help as there were quite a large number of volunteers working there. The volunteer litter pickers were very useful and kept the fields clean throughout most of the day.
- 117.10** The barrel train and laser tag were a great success as there always seemed to be a queue of children wanting to use them. The other items hired from Bourne Fun were also well received.

118. To discuss the offer of a 3 year contract with Bourne Fun

- 118.1** Bourne Fun had written thinking us for the business and offering to attend next year for the same price. To help with the budget setting they were offering to keep the price the same for a four year period. During that time we could change the rides we booked but the price would remain the same. It was also pointed out that The Outdoor Education Company had sent an e-mail saying that they could provide both the climbing wall and laser tag for a combined fee of £890.00 plus VAT, which was £200 cheaper than hiring them individually. Rather than to accept the offers now the Clerk was to go back to both companies to ask if they could provide all the rides and climbing wall and if so at what price and what agreement could be reached on a three year deal.
- 119. To consider a date for the 2017 festival and what acts we need to make contact with now to ensure they are booked.**
- 119.1** Cllr Merrill said that he understood that the Lions Rugby Club were hoping to hold a music festival on the 29th July 2017. We would avoid that date as a result and in any event school had broken up by then. After checking the City Council website schools break up on the 21st July 2017. Consideration was given to either the 8th or 15th July with the latter being the preferred date. The Clerk was to contact Vivacity to see if there were any other festivals being held and whether it clashed with the Heritage Festival.
- 120. To consider the accounts**
- 120.1** A copy of the accounts had been circulated in advance but it was pointed out that there was an error in that two of the entries had the incorrect VAT element against them this was corrected which altered the final figures. Once amended the accounts were printed and handed out. The Clerk pointed out that these might not be the completed accounts as he was anticipating an invoice from Amey for the bins they provided and from the college for the litter picker who attended.
- 120.2** Cllr Lee asked in view of the figures what budget we should be asking for next year. She suggested the same as this year £8000. Cllr Clements said that he had compared this year's accounts with last years and we have provided a good festival at a smaller cost that last year. If we could also reduce the price of some rides and increase the cost of food stalls then he felt that £7300.00 was the sum we should be asking for. **Resolved** that we would ask for that figure to be included in the 2017 budget.
- 121. Correspondence.**
- 121.1** There was no other correspondence other than what has been mentioned above
- 122. Any Other Business - _Reminder by Law – information exchange only no decisions can be made**
- 122.1** There being no other business the meeting was formally closed at 18.36
- 123.** The date of the next meeting – to be held **on Thursday 13th October at 5 p.m.** Both Billy Coyle and Ashley Smith indicated that they would both like to be included in the committee.