

## Bretton Parish Council

### Minutes of the Bretton Community Festival Committee Meeting held on the 12<sup>th</sup> May 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, and C Tilling**

**Others: B Champness (Clerk)**

**Not Present:**

**Open Forum**

There were no members of the public present and the meeting was formally opened at 17.04

#### **82. Apologies for absence**

**82.1** Apologies were received from Cllr Defraime (personal)

**82.2 Resolved:** that the apologies be accepted

#### **83. 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

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

#### **84. To approve the minutes of the 21<sup>st</sup> April 2016 (BCF15-07)**

**84.1 Resolved:** that the minutes of the 21<sup>st</sup> April 2016 be signed by the Chair as a correct record.

#### **85. To discuss and approve attractions to be booked.**

**86.1** The following responses and bookings had been made or needed to have a decision made:

1. An e-mail had been received from Chris Jackson of Amey regarding the supply of waste bins and an operative. To deliver 9 large taylor bins on Friday afternoon and store in Bretton Park compound, and to collect and empty from site on Sunday - £225.00+vat To provide labour to cover litter picking duties between the hours of 1pm and 7pm - £215.14+vat. Whilst it was considered we had little if any choice not to accept it was agreed that before the Clerk responded he would find out from Cllr Hayes whether there was anyone he could offer from Supported Employment which would, it was hoped reduce the cost.
2. A number of e-mails had been received requesting a stall. The applications were considered and if appropriate they were accepted. We were still short of stall and the Clerk was to re-send the earlier e-mail to all stall holders from last year and to remind them to send in their application forms.
3. We still did not have a band to play at the end of the festival and the Clerk was asked if he would have a word with the compere to see if he either knew someone who could do a disco or could did this himself.
4. It was agreed we needed more craft stalls and it was hoped we would get more before the festival.
5. The Clerk was to ensure we had enough extra cones

**86. To consider acts for the arena and to prepare a timetable for the day**

- 86.1** We now had almost a full set of acts to perform during the day. However Rob Brisley had written asking if we wanted him to open the festival when he would attend with another person to perform as a duo. As we did not another group it was agreed we would accept the offer.
- 86.2** The Gymnasts had agreed to perform in the area as had Harmony Majorettes. Dance Infinity also applied to perform. This meant that we had Pyramid Pioneers, Watergall School, Middleton School, Heltwate School, and the Dog Show. Harmony Majorettes, Gymnasts, Dance Infinity, Lithuanian Dance Group and Rob Brisley. We also had the Paper Wizard if we wanted him to perform in the arena. It was agreed that the dog show would be between 3 and 3.30 p.m. and if necessary the Paper Wizard could do a stint in the arena if people were not interested in dogs.
- 86.3** Cllr Lee said that she was waiting to hear from the U3A Concert Party to see if they could perform in the arena.
- 86.4** It was agreed that once we had finalised the acts and timings we could get a press release out and this could be sent to Cllr Ellis to do. Cllr Lee wondered if we should make the arena smaller as for some of the acts the arena was much too large and parents in particular needed to be able to see their child if they were dancing or performing in a choir. It was agreed that this should be given very serious consideration.

**87. To consider appropriate advertising and how we go about ensuring that as much publicity as possible is given.**

- 86.1** It was suggested that the Clerk make contact with the local radio station, Inspire Peterborough to get a slot to advertise the festival. He was to try and see if he could do the same for Radio Cambridge. If this was possible then we should also press for volunteers to help on the day.
- 86.2** Consideration was given as to whether or not we needed to hand out leaflets at Aldi and Sainsbury's. It was suggested that perhaps we should get out a flyer to be delivered to every house in Bretton but to ask both supermarkets if we could put up the roller banners advertising the event on maybe the last two weekends before the festival.

**88. To consider the layout of the field and where and when we need volunteers to help.**

- 88.1** Cllr Lee was more than happy to start the process of the layout of the field and anyone who was able or willing to help should let her know so a date could be arranged. The Clerk should once again see if he could get an A0 map of Bretton Park and the two fields we use on the day.

**89. Correspondence**

- 89.1** There was no other correspondence at this stage relevant to this meeting.

**90. Any Other Business - \_Reminder by Law – information exchange only no decisions can be made**

- 90.1** There being no other business the meeting was formally closed at 17.48

91. The date of the next meeting – to be held on **Thursday 9<sup>th</sup> June 2016 at 17.00 p.m. at the Parish Offices, Unit 2 Pyramid Centre, Bretton**

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