

Bretton Parish Council

Minutes of the Bretton Community Festival Committee Meeting held on the 19th January 2017 at 7.30 p.m. at the Parish Offices, Unit 2, Pyramid Shopping Centre, Bretton

Present: Councillors, M Clements, C Lee (Presiding), C Tilling and S Warren

Others: B Champness (Clerk), Billie Coyle (resident), Ashley Smith (resident) and Josie Stone (Vivacity)

Not Present: M Gimblett

Open Forum

Josie Stone from Vivacity wanted to address the committee and to see if they could join forces with us. She spoke about Peterborough Presents programme and the work we have undertaken so far with the Better Bretton group. With regards to the festival, they would be keen to work with the festival committee to programme arts activities and performances as part of the wider festival programme. This would include performances on the main stage, roaming performers and workshop activities. They will be appointing a Creative Producer to undertake this work and hopefully she will be able to bring them to the next committee meeting in February. Ideas were discussed and it was hoped we could work together and bring something new to the festival. The meeting was formally opened at 20.05

14. Apologies for absence

14.1 Apologies were received from Cllr Defraime (personal)

14.2 **Resolved:** that the apologies be accepted.

15. 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

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

16. To appoint non parish councillors onto the committee

16.1 Resolved that Billie Coyle and Ashley Smith be appointed onto the committee as non-Parish Councillors.

17. To approve the minutes of the 10th November 2016 (BCF16-01)

17.1 **Resolved:** that the minutes of the 10th November 2016 be signed by the Chair as a correct record.

18. To receive an update on bookings already made and if necessary to approve payment of invoices received

- 18.1** So far the following have been booked or need to be booked and the costs are:
1. Bourne Fun - £1350.00 for the barrel train, bungee run, bucking bronco and inflatable assault course. (booked)
 2. Sandra Stout – First Aid cover at a cost of £165.00(to be booked if price approved)
Resolved that this is booked.
 3. Soundstage One – stage and staff _ £1295 + Vat = £1554.00 (to be booked)
Resolved that this is booked.
 4. Fire Safety Express hire of firefighting equipment, same as last year £39.45 + VAT for the equipment hire. **Resolved** that this is booked.
 5. TMO Highways – Traffic management - £2676.00 including VAT (to be booked)
Resolved that this is booked.
 6. Outdoor Education Company – Climbing Wall and Laser Tag - £1068.00 (including VAT. Booked and deposit paid of £267.00
 7. Enviro loo – portable loo hire - £504.00 (including VAT) Paid deposit of £126.00. The Clerk would see what the charge would be for 2 extra loos.
 8. Outdoor bar on same arrangement in that we make no charge but they will give us 25% of their takings on the day
 9. We need to order the bins again but we needed to make sure that we either charged food stalls extra or ensured that they disposed of all their rubbish. Billie Coyle said that he was aware that there were such things as foldable bins and he would make enquires and let the Clerk know.

The Clerk was asked to put these figures on a spreadsheet so it was easier to understand what we had spent and what money was left.

19. To consider the Finances and how this can and should be spent.

- 19.1** The sum set aside in the 2017-18 Financial year budget for the festival was £8000.00. A question was asked what would happen to the under-spend from last year? Would that be carried forward or left in the accounts? Resolved: Leave in the accounts unless unforeseen circumstances required the money.
- 19.2** In view of the involvement of Vivacity it was hoped we could see what they had to offer which might mean a savings on other acts we might want and have to pay for.

20. To discuss what stalls, rides and other attractions we should have for the festival and if appropriate to organise bookings

- 20.1** Norwich & Peterborough Building Society have indicated that they would like a stall for this year's festival. They will be there for a charity although they might have on the same pitch a gazebo for the Building Society
- 20.2** Axiom Housing have again shown an interest in having a stall this summer.
- 20.3** Frank the Ice Cream man asked if we wanted him this year and the Clerk replied saying he was and giving him details of when it would take place. It was agreed that we would try and get the same food stalls back and this year to avoid confusion we would charge £70 a food stall
- 20.4** Sue Ryder have written to see if they can have a stall and wanted to know if we had a charity that we were going to support this year.

- 20.5** As reported at the last meeting Cllr Warren said that he had been in touch with East Midland Snake Rescue who would like a stall. He had also been in touch with New Ark who were a group which encouraged children to touch and pat live animals. Likewise he had been in touch with Exotic Pet Rescue as well as the Raptor Foundation who would like a stall. It was agreed to have a specified animal area.
- 20.6** It was agreed that the Clerk should now join Stall Finder once again and send out invitations to previous stall holders to see if they wanted to come back this year. No charity stalls would be charged, but others would be charged £15 for a stall.
- 20.7** Donald Gray would be invited back and we would charge £300
- 20.8** The Clerk was asked to chase the compere, Voyager Academy, Jack Hunt and NU Vet. He was also to see if the people running the Youth Project could perform on the stage.
- 20.9** The Viking re-enactment team had not been to a festival for some years now so we would invite them back again and see how much they were going to charge.
- 20.10** Cllr Tilling wondered if Goldhay Arts could become involved and he would make enquiries.
- 20.11** It was agreed that we might not have a car boot sale but if it could be proved it was going to be a success then we might reconsider this decision.

21. To appoint working parties to carry out specific jobs

- 21.1** It was agreed that it was too early to decide what working parties needed to do specific jobs

22. Correspondence

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

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

- 23.1** There being no other business the meeting was formally closed at 20.42

24. The date of the next meeting – to be held on **Thursday 9th February 2017 at 17.00 p.m. at the Parish Offices, Unit 2 Pyramid Centre, Bretton**