

Bretton Parish Council

Minutes of the Bretton Community Festival Committee Meeting held on the 18th July 2017 at 5.00 p.m. at the Parish Offices, Unit 2, Pyramid Shopping Centre, Bretton

Present: Councillors M Gimblett, C Lee (presiding) and S Warren.

Others: B Champness (Clerk),

Not Present:

Open Forum

There was no open forum and the meeting was opened at 17.05

88. Apologies for absence

88.1 Apologies were received from Cllr Defraime (personal) Cllr Clements (personal)

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

89. 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

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

90. To approve the minutes of the 15th June 2017 (BCF16-08)

90.1 **Resolved:** that the minutes of the 15th June 2017 be signed by the Chair as a correct record.

91. To appraise the Festival on the 8th July 2017 and to see what we did right or wrong and how we can learn and how we can improve what we do in future years.

91.1 It was suggested we discuss what was bad about the festival and then what was good and what we can take forward to 2018 for a better festival.

91.2 Things that we could do better:

1. Rather than just have the row number on the floor for stall holders to find there should be a cone at the end with the letter or number on a card which would make it easier for drivers and volunteers to see
2. Rather than paint lines on the field the rows should be taped and once the stalls are in place the tape can be removed
3. Regarding the car parking there did not seem to be much liaison between us and the Traffic Management team which should be improved upon next year
4. There should be a briefing for all new Councillors who give up their time to volunteer so that they know precisely what is expected of them on the day.

The bad points:

1. This year the tokens were a real problem. We ran out and this resulted in huge queues forming. We will have to get at least 5000 printed and the clerk would obtain a quote
2. £100 float was totally inadequate as like the tokens we ran out of change very quickly. This sum should be increased
3. We did not put up banners to say where the Parish Council tent was and the soundstage had no banners on it to say who organised the event. Quite a few people had no ideas who we were.
4. The car boot was a problem. We agreed earlier in the year we would not have one but it seemed that people were enquiring about one and also turned up on the day. A quick decision had to be made where the car boot should be held. Next year if a car boot is held we should perhaps think about using the Langley Field.
5. When directing cars onto and off the fields perhaps we should have two large signs pointing out where cars should go and where pedestrians should go. This was a problem this year
6. We needed more stalls and more food stalls.
7. Every year there is a problem with people buying late in the day a quantity of tokens and then the rides closing with people asking for refunds. This year some people complained that it was advertised the festival was from 12 noon to 7 p.m. We should make it clear that rides stop at 5 p.m. and maybe in future tokens are not sold after 4.30.
8. If anyone wanted us to provide a generator, we should charge extra for the cost to us or they should provide their own generator.
9. Out of all the rides provided by Bourne Fun the Bucking Bronco whilst busy could only take one person at a time whereas the other rides were much better with multiple children using them at any one time. We should perhaps see if we could book something different next year.

The good points:

1. Peterborough Presents had provided two large marquees with table and chairs which enable people to sit down and in the shade. Most years people complained that there was just nowhere to sit or to get out of the sun. The Clerk explained that they were rather expensive and cost in the region of £2000.
2. Although we had agreed to Peterborough Presents being involved this year they did bring with them some interesting ideas some of which we could learn from and get similar acts to attend in future years.
3. If we were to try and learn from what happened this year then perhaps we should get local businesses to sponsor the event and obtain grants from the Arts Council.
4. Whilst we had 12 toilets about the field we needed one to be a disabled toilet. Perhaps next year we have 8 with one being for the disabled.

92. To consider the Finances

92.1 The Clerk pointed out that he had banked almost £1500 after the festival but we were still waiting for the bar to give details of what we might be paid. At the moment whilst having the problems with tokens we were up on the previous year for rides we were down overall. (Part of this loss of income was due to the provision of a generator at our expense for one of the 50p attractions.) Once all the figures were made known accounts would be prepared.

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

93.1 There was no other business and the meeting was formally closed at 18.20

94. The date of the next meeting – to be held on **a date and time to be fixed at the** Parish Offices, Unit 2 Pyramid Centre, Bretton

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