

Bretton Parish Council

Minutes of the Bretton Community Festival Committee Meeting held on the 12th June 2019 at 5.45 p.m. at the Parish Offices, Unit 2, Pyramid Shopping Centre, Bretton

Present: Councillors C Rudd (Presiding), M A Stanton and S Warren
Others: B Champness (Clerk) Dave Kingsbury (TMO Traffic Highways)
Not Present: K Riddler

	Open Forum
	There were no members of the public present and the meeting was formally opened at 17.45
	52. Apologies for absence
	52.1 Apologies were received from Cllr C Lee (work) and Josie Stone (personal) Apologies were also received from Cllr Aldridge but she was hoping that she would be in time to attend. Resolved: that the apologies be accepted.
	53. 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
	53.1 No one declared an interest in any item on the agenda.
	54. To appoint non-parish councillors onto the committee
	54.1 It was agreed that Craig Rudd should be appointed onto this committee and it was agreed he should continue to be Chair.
	55. To approve the minutes of the meeting on the 10th April 2019 (BCF 18-04)
	55.1 Resolved: that the minutes of the 10 th April 2019 be signed by the Chair as a correct record.
	56. To make final arrangements for the Great Bretton Bake Off
	56.1 Cllr Aldridge had given to the Clerk some prizes which she had purchased for the cakes that were judged to be first second and third. She had also prepared some score cards for the judges to use. In her absence she was thanked for the work she had put in. The Clerk explained that he had been under some time constraints to get the Gazette out and was advertising the fact that the Bake Off would be judged at 12.30 p.m.
	57. To discuss bookings/stalls made so far and what now needs to be organised

57.1	<p>The Clerk explained that we had in excess of 40 stalls that were now booked but he needed help in choosing whether recent requests for a stall could be agreed. They were:</p> <ul style="list-style-type: none"> • Kixx Peterborough. It was agreed they could have a stall. • Sian-Louise Gardiner was offering face painting, glitter tattoos and hair tinsel. As we already had two similar stalls we would have to say no • Hayley Townsend was offering almost the same as above as well as beauty treatments. It was agreed she could have a stall. • The Secret Gin Bar. Although we had a bar this was more specialised, and it was agreed they could attend. • A stall holder selling cakes wanted to know if they could also mixed fruit dips and freshly squeezed orange juice. It was agreed this would be in order. • A stall holder wanted two stalls. One for children's animals, which was approved, and the other was for an Indian Vegetarian food stall. They wanted both stalls side by side. There was no objection to the food stall but this should be with the other food stalls and not amongst the charity stalls etc. • The vets wanted a stall as well as judging the dog show.
57.2	<p>Josie Stone although sent apologies had sent an e-mail asking if we were expecting them to hire picnic benches. This was considered and if she was able to do so then that would be appreciated. She also explained that they were going to produce ten flags to be displayed on site and she wanted to know where they could be installed. This could be agreed closer to the day.</p>
58. To organise the arrangements on the day	
58.1	<p>Dave Kingsbury from the Traffic Management team was present, and he was told that the arrangements were the same as last year in that the water park would be closed, the field opposite was the car park and the festival was in the next field. We still could not have access to the rugby club to allow a one-way system for the movement of traffic. The signs locally could be put up within two weeks of the event but signs on main roads outside of Bretton could not be put in place until first thing on the Saturday morning. He would bring along the same number of men to help out and they wanted to be on site by about 6a.m. The Clerk said that the man running the bar would already be on site and he would write to him to see if he would let them in at 6. One of the first jobs would be to set up the no parking zone along the edge of the road to the site and they could then set up the field for car parking and the traffic lights at the entrance to the woods. He was asked if he wanted any help from volunteers. Dave said that he would like 2 volunteers to help for about 2 hours to help people parking their cars on arrival in the field. He did not want them to be called away to help elsewhere and he wanted them to be there for at least 2 hours once the public started to arrive. He was also asked about how much notice he might require if we had to cancel because of bad weather. He said the day before was the latest and we would only be charged for any work they had done up until that time. This would be a bit more expensive if they had started to travel to the festival and we cancelled that morning.</p>
58.2	<p>Mention was made of the bar and we had received an e-mail from the owner saying that he was in the process of applying for a licence.</p>
58.3	<p>The Clerk was able to show the committee a marquee that his father in law had purchase and now wanted to sell although only being a few weeks old. It cost £150 and he would sell it to us for £100. The real benefit of this tent was that it did not have tent poles as such, but it could be erected like a pop-up gazebo. It was agreed that we should purchase the tent and if it proved a good purchase and easy to erect and take down, we should consider buying another one next year.</p>

58.4	The Clerk asked whether we were able to make a decision about the table football package that we had provisionally booked but had not yet made a final decision. The owner had been in touch with the Clerk as he had pencilled that day in his diary and wanted to know what we intended to do. The cheapest package was about £1300. A discussion took place on whether we could afford this or if we should spend that money on hiring picnic benches. Resolved that we would hire benches and we would approach the three City Councillors to see if they could contribute towards the cost. After taking a look on the internet it appeared that the cost of a picnic bench was £45.00
59. To receive updates on acts to appear in the arena.	
59.1	The Clerk explained that we now had a group from Jack Hunt that would preform at the end of the festival as well as a group from Queen Katherine Academy. We had various dance groups attending as well as children from schools. We also had the dog show which normally took place at 3 p.m. The only one concern was the compere who was not replying to e-mails. If we had lost contact with him then we might have to find someone to stand in a short notice. Cllr Warren said that he had someone that could possibly stand in.
60. To discuss the advertising of the festival and what is required and when printing needs to be carried out.	
60.1	The Clerk explained that he had made arrangement for the printer to print the two pull up banners as these were needed as we wanted to advertise the festival locally. Craig Rudd said that he would get Sam to draft an A4 and A5 flyer and would get it to the clerk by Monday at the latest. Once the A5 flyers had been printed they would be delivered to the five local Junior Schools. Cllr Scott asked if we had considered giving them out to the schools in Westwood and Ravensthorpe. He was told that we had not but there was no reason why this could not be considered.
61. To appoint working parties to carry out specific jobs	
61.1	The Clerk was meeting Donald Gray on the 4 th July. Craig Rudd would prepare the site plan and asked the Clerk to send one over to him. Craig also said that he and Lisa would once again mark out the field.
62. Correspondence	
62.1	There was no correspondence at this stage relevant to this meeting.
63. Any Other Business - <u>Reminder</u> by Law – information exchange only no decisions can be made	

	63.1	Cllr Stanton said that she had been asked to give a message from the Friends of Bretton Park. It was understood we had litter pickers helping last year and asked if they could start later in the day and work later. The Clerk asked if they were prepared to pay their wages for working late. Cllr Stanton then said that they had not done a very good job as the field was left in a state. The Clerk replied that this was a complete nonsense as he with the help of one of the litter pickers and Cllr Clements as well as Debbie Holmes and members of her family had stayed until late Saturday evening to make sure the field was left clean and tidy. This the Clerk had undertaken every year and took offence at the criticism as Peterborough City Council had always made it clear that if it was left untidy, we would have to pay for the field to be cleaned. The Clerk said that in the field used as a car park had been a party/picnic which had nothing to do with us or the festival and it might have been that this was what was being referred to as on the Monday following the festival. Both litter pickers had spent the day cleaning up their mess. If any of the Friends of Bretton Park wanted to volunteer helping out on Saturday, their help would be very much appreciated.
	63.2	There being no other business the meeting was formally closed at 18.56
	64.	The date of the next meeting – to be held on Monday 1st July 2019 at 17.45 p.m. at the Parish Offices, Unit 2 Pyramid Shopping Centre, Bretton

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