

## Bretton Parish Council

### Minutes of the Bretton Community Festival Committee Meeting held on the 10<sup>th</sup> March 2021 at 19.30 held remotely via Zoom.

**Present: Councillors: M A Stanton, C Lee,**  
**Others: S Radouani (Clerk), M Lee, and J Lee**  
**Not Present: L Aldridge and C Rudd**

	<b>Open Forum</b>
	There were no members of the public present and the meeting was formally opened at 19.30
<b>70</b>	<b>Apologies for absence</b>
<b>70.1</b>	C Rudd (work), Lisa Aldridge (nothing noted) <b>Resolved</b> that the apologies be accepted
<b>72</b>	<b>Declaration of Interest</b> – 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
<b>72.1</b>	No one declared an interest in any item on the agenda.
<b>73</b>	<b>To approve the minutes of the meeting held on the 10<sup>th</sup> February 2021 (BCF 20-07)</b>
<b>63.1</b>	<b>Resolved:</b> that the minutes of the 10 <sup>th</sup> February 2021 be signed by the Chair as a correct record.
<b>74</b>	<b>Matters to Report</b> (restricted to those items not listed on the agenda)
<b>74.1</b>	Due to work commitments Craig Rudd has stepped down as Chair of the festival committee and will no longer be involved in organising this year's virtual festival. However, he would like to be a member of next year's committee.
<b>75</b>	<b>Virtual Community Festival Concept Update</b>

<p><b>75.1</b></p>	<p><i>The committee discussed the following:</i></p> <ul style="list-style-type: none"> <li>❖ Matt has been liaising with Ian Bratley, who looks after the Bretton Parish Council website, to determine if the website can be used as a platform to host the virtual Bretton Community Festival. It appears that it is not feasible, but a link could be added to Facebook or YouTube.</li> <li>❖ Potential issues around copyrighting. If residents sent in videos of themselves where they are using original artists music. This could be construed as copyrighting and they could be liable for a fine.</li> <li>❖ Obtaining a music license from PRS for music – they pay royalties to their members for the use of their work while protecting the future of music through partnerships, technology and influencing policy. They license the use of members' music by businesses, online, in broadcasts and film, for live performance and as recorded products. Potentially what would be the cost for this service?</li> <li>❖ Finding out information about Copyright free songs. This was googled in the meeting to establish how easy it was for residents and potentially if there was a range of songs listed which catered to everyone's taste.</li> <li>❖ On the advertising – potentially a statement will be added to advise everyone that they should only use Royalty Free Songs - Copyright Free Songs.</li> <li>❖ The festival will last for a maximum of 2 hours</li> <li>❖ Considering asking schools to send in pictures which will be reviewed, and a selection will be displayed.</li> <li>❖ <b>Setting a competition</b> – Intersperse 10 questions throughout the event which will be based on the festival's content, then asking residents to email in with the answers. The first 10 people with the correct entries will get a prize.</li> <li>❖ Confirmation from <b>Helena Pino and Better Bretton</b> have agreed to support the festival and do a 5-minute slot. We are still waiting on confirmation from <b>Corona Hero's</b></li> <li>❖ <b>All Parish Councillors</b> will be asked to do a 2-minute introduction session about themselves which will be screened at the opening of the festival. They will be given pointers on what they need to cover in their session and how to do the recording.</li> <li>❖ Parish Councillors presentations can be spilt up and shown throughout the entire duration of the event.</li> <li>❖ Produce a collage of the Parish Councillors photographs, advertising vacancies in the Parish Council saying “come and join us and together we can make a difference”</li> </ul> <p><b><u>Advertising</u></b></p> <ol style="list-style-type: none"> <li>1. Link will be added to Bretton Parish Council website and Facebook.</li> <li>2. Details will be added to the flyers on how to login into the festival via the website</li> <li>3. Considering whether to send flyers to schools – Jack Hunt, TDA and Voyager</li> </ol>
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	<p>❖ <b>Commercial advertising</b> there will be an opportunity for local business to advertise during the event. Matt will arrange the overall format when editing.</p> <p><b><u>Overall, the committee agreed the following proposal.</u></b></p> <p>In respect of the logistics, residents will produce up to 5-minute video of their performance for Bretton Got Talent and send it to the Clerk no later than 28<sup>th</sup> May 2021. All data will be forwarded to Matt by 1<sup>st</sup> June 2021. This will then give him enough time to work on the editing for the festival on <b><u>17<sup>th</sup> July 2021.</u></b></p> <p>The flyer will be distributed around 12<sup>th</sup> April 2021.</p> <p><b><u>Actions:</u></b></p> <ul style="list-style-type: none"> <li>❖ <b>Matt and Cllr Lee</b> are going to design the poster for the festival.</li> <li>❖ Before going to print, need to obtain sign off by all Parish Councillors –<b>(Clerk)</b></li> <li>❖ Obtain information from Cllr Fenner regarding the copyright clause for entertainment. – <b>(Clerk)</b></li> <li>❖ Obtain a quotation from Paul Kidd for the distribution of the posters – <b>(Clerk)</b></li> <li>❖ Prepare a list of pointers for the Parish Councillors to cover during their presentation slots. - <b>(Clerk)</b></li> <li>❖ Write out to local businesses asking if they would like to partake with some form of commercial advertising. – <b>(Clerk / Jo)</b>– ask Stuart Cave in relation to the 5 aside football.</li> <li>❖ Create online updates for Social Media platforms. - <b>(Clerk)</b></li> </ul>
<b>76</b>	<b>To agree the dates when the committee should meet during the forthcoming year</b>
<b>76.1</b>	The committee agreed on the date for the next meeting is 14 <sup>th</sup> April 2021
<b>77</b>	<b>Correspondence</b>
<b>77.1</b>	There was no correspondence at this stage relevant to this meeting.
<b>78</b>	<b>Any Other Business - <u>Reminder</u> by Law – information exchange only no decisions can be made</b>
<b>78.1</b>	There being no other business the meeting was formally closed at 20.38
<b>79</b>	<b>The date of the next meeting – to be held on Wednesday 14<sup>th</sup> March 2021 at 19.30 p.m. by Zoom</b>