

## Brinsworth Parish Council

### MINUTES OF THE EVENTS MEETING HELD ON THURSDAY 06 OCTOBER 2016

Those present :

Chairman : Cllr A Buckley

Vice-Chairman : Cllr J Williams

Councillors : Cllr D Barry, Cllr D Dyson, Cllr Mrs P Gregory, Cllr Mrs M Hughes, Cllr S Ridge, Cllr Mrs K Saxton, Cllr Mrs J Tompkins

Officers : Mrs L Szanto, Mr P Wilkinson

#### **1495E Public question time**

There were no members of the public present.

#### **1496E Apologies**

Apologies were received from Cllr Rollinson and the reason was accepted.

#### **1497E Declaration of members' interests**

The Chairman asked Councillors to make any declarations of interest prior to the relevant item being discussed.

#### **1498E Approval of the minutes of the meeting held on:-**

25 August 2016

RESOLVED: That the minutes of the meeting held on 25 August 2016 be approved.

#### **1499E Matters arising**

There were no matters arising.

#### **1500E Firework Display**

5 November 2016

- To receive an update

The Clerk informed Councillors that Reaction Fireworks will again be doing the display; that Limelight Presentation Systems will be providing the sound system; that St John Ambulance will be providing the First Aid cover; and that William Percival will be providing the children's rides and catering units. The display, choreographed to music, will start at 7.00pm and last approximately 20 minutes. Funtime Pre-School and the Friends of St George's Churchyard will be doing a collection on the night.

- To approve the fee for the supplier of the children's rides and catering stalls

The Clerk informed Councillors that in 2015 the fee was £350.

RESOLVED: That the fee payable by the supplier of the children's rides and the catering units at the Fireworks Display in 2016 shall be £350.

- To consider the purchase of a steel beacon as an alternative to the Bonfire

Councillors considered whether or not to purchase a beacon as an alternative to

having the bonfire.

RESOLVED: That a steel beacon is not purchased.

- To approve the cost of £704 + VAT for the provision of stewards

The Clerk informed Councillors that he had requested the services of 8 stewards working from 5.00pm until 9.00pm (4 hours is the minimum period). Five of them will be positioned at the entrance/egress points and three will be positioned inside the exclusion zone. Cllr Hughes expressed concerns that last year they did not appear to be doing very much or being very helpful and the Clerk said that a method statement had been issued to the company and that he had briefed all the stewards prior to the commencement of their duties. It was agreed that these measures will occur again this year and that the expectations will be emphasised at the briefing. The Clerk informed Councillors that the quotation for 32 hours of stewarding was £704 + VAT at a cost of £22 per hour, but that this was significantly more than the £16 per hour paid in 2015. He has queried the cost but has not yet received a response.

RESOLVED: That the services of 8 stewards, each working 4 hours, be approved for the Fireworks Display and that the Clerk be given authority to negotiate the cost.

## **1501E Remembrance Sunday**

13 November 2016

- To receive an update

The Clerk informed Councillors that the Remembrance Service will take place from 10.00am in the Community Hall, after which there will be an informal parade (badges can be worn) to St George's Churchyard in time for the service of remembrance at 11.00am. Last year there were so many people in attendance that it was impossible for all to hear what was being said. As a result, steps are being taken to acquire a basic public address system. In addition, a request has been made in the Newsletter for a volunteer to play the 'last post' with a bugle.

- To consider the catering arrangements on the day

Councillors discussed the matter and it was agreed that light refreshments will be available in the Community Hall after the service of remembrance and will be served by the Friends of St Georges Churchyard.

- To confirm the arrangements for the WW1 book launch

Councillors discussed the matter and it was agreed that the book launch will take place in the Community Hall straight after the service of remembrance. Cllr Buckley will say a few words regarding the compilation of the book and this will be followed by the light refreshments. Copies will be available for all attendees. Cllr Dyson confirmed that Brinsworth & Catcliffe History Group will compile an exhibition of WW1 memorabilia and show a DVD depicting the era. As former Councillor Shaun Lyons did a significant amount of work in obtaining the Heritage Lottery grant and researching the names, it was decided to invite him to the launch.

- To confirm the number of WW1 books and leaflets to be printed

The Clerk provided Councillors with the quotations for printing up to 5,000 books and

up to 10,000 leaflets and confirmed that there was sufficient funding available for both. Councillors discussed the matter.

**RESOLVED:** That 5,000 books and 10,000 information leaflets be printed and that authority be given to the Clerk to obtain the best price.

The Clerk informed Councillors that the Heritage Lottery Fund would have no objection to a voluntary donation being requested for each book providing the proceeds are used for the same purposes as the original grant.

#### **1502E Civic Service**

11 December 2016

- To receive an update

The Clerk informed Councillors that several different options were explored regarding the entertainment but Maltby Welfare Band was the only one able to offer confirmation of availability. As a result, they will again play prior to the start of the service, accompany the carols, and then provide a concert of music after the service which will last approximately 30 minutes. Reverend Bent and his team will preside, with the start being 6.00pm and the finish at about 7.00pm.

- To consider the catering arrangements

The light refreshments will be available in the committee room/bar lounge area after the concert and be served by the Friends of St George's Churchyard.

#### **1503E Other Events**

- Table Top Sale - 26 November 2016

- To confirm the arrangements

The Clerk informed Councillors that there will be approximately 16 tables available, with charity stalls having a fee of £5 each and others having a fee of £10 each. The sale will commence at 10.00am and finish by 2.00pm, during which time tea/coffee/biscuits will be made available by the Friends of St George's Churchyard, with the proceeds going into their funds.

- Christmas Dance - 16 December 2016

- To consider the arrangements

The Clerk informed Councillors that Teresa Morton has again offered to co-ordinate the proceedings and Councillors agreed to accept her offer. It was further agreed to consider the detailed arrangements and what to do with the income from ticket sales at the next meeting.

**MEETING CLOSED AT 7.30PM**