

HUNTINGTON PARISH COUNCIL – FETE WORKING PARTY

Tuesday 6th February 2018 at 7:30pm, Rake Public House

NOTES

PRESENT

Cllr Carolyn Walker
Cllr Dave Whitehead

Cllr Andy Tassell
Cllr Nick Dodd

Cllr Anthony Wilcox
Louise Gibson (Clerk)

APOLOGIES

Cllr Roy Shelton – Work Commitments
Cllr Mike Dutton – Illness

Please Note: All Cllrs had received a copy of the Agenda, Final Income and Expenditure from the Fete 2017 and a list of Attractions/Facilities booked last year.

1. CHRISTMAS 2018

It was agreed that the Christmas Event would be held on **Saturday 1st December**

With the School moving location, it was agreed that the format of the event would need to be changed this year.

It is **recommended** that the following changes are made:

- Stalls on the Green (possibly closing the Service Road and having stalls placed on the road). Stalls could include hot bacon rolls, mulled wine, tea/coffee with mince pies)
- Santa, pulled by the Reindeer would arrive at the Green at a designated time. (Possible discussion about starting from Jubilee Field or the Rake public House)
- Lights on the Trees would remain the same
- PA system still required
- Brass Band still invited
- School Choir to be invited.
- This would be a Parish Council led event but the school would certainly be invited to liaise with the PC on dates and timings.

2. REMEMBRANCE 2018

With 2018 marking 100 years since the end of World War 1, Reverend Chris Blunt had asked that the occasion was marked in a different way this year to reflect the significance of the centenary year. Reverend Chris had offered to carry out the entire service at the Memorial site.

It was **recommended** that the following plans be considered:

- It was considered that the whole service at the Memorial could be overshadowed if the weather was not good.
- Instead, it was suggested that the service is still held in the Church but the 11 am silence takes place at the memorial. This would mean that the service would have to start earlier. This would need to be discussed with Rev Chris.
- The tree in the centre of the memorial be replaced with something more lasting and in memory of the World Wars. This could possibly be some sculpture created by local school children.

- A piece of art be placed at the Memorial which signifies the 100 years of the end of World War 1. This could be in the form a bench, wooden carved sculpture or Mosaic. It could also contain a Plaque with inscription.
- That the Duke of Westminster be invited to unveil the sculpture/piece of art, just as his late father unveiled the Memorial. This would be very fitting.
- **ACTION: Cllr Wilcox to investigate possible art pieces which could be commissioned**

3. FETE TOILETS, PA SYSTEM AND FIRST AID

It was agreed that the Toilets x3 would need to be booked. These should be placed in the car park this year due to residents' concerns for the past 2 years.

It was agreed that the PA system should be booked as last year. They should also be asked about the services they provide for live bands.

Saltney Medics provided first aid to a fantastic standard last year. They were highly visible to the public, acted professionally throughout, ensured that they had a full understanding of the requirements and gave feedback at the end on how many people were treated and points to consider next year.

ACTION: The Clerk to book the Toilets, PAY system and Saltney Medics, using the Budget allocated and agreed by Full Council.

It was noted that the new fence had now been installed by Kier. However, this had left some uneven grass. This would need tarmac.

ACTION: Clerk to enquire with Kier to ask if they could sort this and feedback to Full Council

4. MAIN ACTS/PROGRAMME OF EVENTS

St Luke's Youth Group has offered to run Children's competitions in the style of a Sports Day/giant board games format. The Event Team agreed that this would be excellent and they should be invited to do this.

The following attractions should be invited back this year:

- Dapper Donkey's
- Go-Karts
- Bike Factory to bring bikes as last year
- Zorbs
- Chester FC
- Police
- Cheshire Phoenix Basketball
- Fire Service
- Army
- Bouncy Castles with same attractions as last year
- Fairground – more rides this year.
- Cheshire Falconry – possibly but would need to be re-located.
- BMX bikes – possibly
- Potential Dog Show

It was suggested and agreed by the group that live music should be a main attraction this year. There should be a full programme of musical/dance acts.

- **ACTION: Go-Karts – Clerk to enquire**
- **ACTION: Zorbs – Cllr Walker to follow-up**
- **ACTION: Bike Factory – Cllr Tassell to follow-up**
- **ACTION: Donkey rides to be booked**

- ACTION: Basketball Group (Phoenix Group) and Chester FC – Clerk to enquire.
- ACTION: First Footers (Cheerleading) – Clerk to enquire.
- ACTION: Police car – Clerk to enquire.
- ACTION: Clerk to ask Roberto Del Sole (local Ice Cream Man) if he would like to attend.
- Action – ALL Cllrs and Clerk to investigate local bands who would be willing to attend Fete

5. POSSIBLE ADMISSION CHARGE

Some Cllrs had suggested that there should be an admission charge this year.

After much discussion, the following recommendation was made:

- That instead of an admission charge, a 'suggested donation' of £1 per person with buckets being held at the entrance.

ACTION: Clerk to add this to February Agenda for consideration by FULL COUNCIL

ACTION: Cllr Whitehead to discuss budget requirements at the February Council meeting

6. FOOD

It was agreed that food stalls would be limited to two stalls only.

DK Catering would be invited back to provide fish and Chips/Burgers

Bonni Pizza is a local business. These should be invited.

Roberto Del Sole (Ice Cream Van) will be asked as will Tanners Wines, The Cheese Shop and Spanish Hamper.

ACTION: Clerk to contact Roberto Del Sole

ACTION: Cllr Tassell to follow up food stalls and Tanners, Cheese Shop and Spanish Hamper.

Tea and Cake Tent – Ran by the WI. It was agreed that the WI put much effort into this and it is well-received by residents and a great addition to the Fete. However, location of the Scout Hut means that Fete Visitors are not always aware of the WI contribution.

The Clerk had investigated the potential hire of Cutlery and furniture as well as hot running water that the WI had insisted would be needed last year. However, this cost was in excess of £500 with a Marquee as well. Unfortunately the Fete budget did not allow for this.

ACTION: Clerk to invite WI to have a free stand (with tables and chairs) within a Marquee but would need to provide their own resources such as plates etc.

7. DRINK/SALE OF ALCOHOL

Cestrian Bars had agreed, in principle, to attend the Fete again this year. It was noted that they ran out of certain types of alcohol last year. We would need assurances that they would be able to cater for all, this year.

It was discussed that a separate Prosecco bar would be a welcome attraction at the Fete. However, caution was added as Cestrian Bar may not welcome another company selling alcohol

ACTION: Clerk to enquire with Cestrian Bars to establish if they could provide bar this year AND separate Prosecco bar

ACTION: Clerk to apply for same CW&C license as last two years to cover live music and alcohol being sold at the event. .

8. PUBLICITY

It was agreed that the banners/posters were a good design and very effective last year. These should be edited for this year with the new date. If the banners were unable to be edited, new banners would be re-ordered.

9. SPONSORSHIP

The Clerk informed the Working Group that Stagecoach had already agreed to sponsor the event, on the same terms as last year (Approx: £250)

Other potential Sponsorship:

Lloyds - Cllr Whitehead to enquire

Elan Homes and Rowland Homes – Clerk to enquire

Care UK – Clerk to enquire

Bruning and Price – Clerk to enquire

United Utilities – Clerk to enquire

Kier Construction – Clerk to enquire

Sainsbury's – Clerk to enquire

Old Hall Country Club – Clerk to enquire

It was agreed that a raffle should take place again this year, having raised £146 last year for no cost. The potential sponsorship companies above could also be asked for raffle prizes as well as sponsorship prizes.

10. STALLS

It was agreed that stallholders to be charged £25 per pitch with £35 for a Marquee pitch.

(Clerk notes from last year: Once the first 20 stalls had been booked, other stallholders will be informed that their pitch may not have car parking available and cars will be moved off at an agreed time. Hiring of Tables/Chairs will not be available this year. This is because more tables/chairs would be needed for the potential tea and Cake tent as well as the bar area)

It must be made explicit on the stallholders form that there will be designated times for movement of vehicles and there will be no vehicles moved outside of these times.

It was questioned whether the Marquees from Chester Rugby Club could be used for another year as they were slowly falling into disrepair

ACTION: Clerk to add it to February Full Council meeting, for Cllrs to consider the purchase of Marquees vs the hiring and potential costs involved. Clerk to investigate prices.

11. LAYOUT/USE OF SPACE

The path would provide a guideline for stalls this year with stalls set either side of this path. The food stalls to be placed at the entrance or near the entrance.

More Fairground rides would ensure the field is better utilised.

Map of the layout must be more detailed this year

PA system is to be placed as it was last year with the stage in the same place and the bar directly next to it.

ACTION: Cllr Wilcox to take a drone photograph of Jubilee Field which can then be marked, with attractions TO SCALE!

ACTION: Clerk to draw map of Stallholders so all stallholders will be aware of their pitch BEFORE the day.

12. ANY OTHER BUSINESS

The Children's competition was considered for this year. It was suggested that 'Huntington Has Talent' might attract children and their families.

It was suggested that a tractor should be located on the field at all times during the Fete in case anyone gets stuck.

The meeting closed at 10pm.

Louise Gibson
7th February 2018