

LUDGERSHALL TOWN COUNCIL



Minutes of the Civic Events committee held on Thursday 11th January 2018 in the Town Council Office, 22 High Street, Ludgershall at 19:00pm.

Present:	Cllr CA Allan in the Chair	Cllr J Langley
	Cllr M Giles	Cllr J Hollis
	Cllr V Dixon	Cllr C Giles
	Cllr AKJ Pickernell	
Representative:	WO1 RSM L Bull 26 Engr Regt	Mr J Thrush Castledown FM
	Mr O Olufunwa Wellington Academy	

	<u>Agenda Item</u>	<u>Action</u>
61/17-18	1. Apologies were received and accepted from Cllrs B Dance & CD Allan (holiday) & Cllr B Cordery (personal matters). Absent Cllrs J White & O White.	
62/17-18	2. Declaration of Interest – none.	
63/17-18	3. Minutes of previous meeting have been circulated and ratified at Full Town Council.	
64/17-18	4. Christmas 2017 Feedback – the 2017 Christmas Fayre went extremely well, next year LTC will concentrate on improving the outside area. Clerk asked Cllr CA Allan to pop into office to complete and sign the raffle return for Wiltshire Council.	Clerk & Cllr CA Allan
65/17-18	5. Christmas Lights 2017 – The green trees on the front of the memorial hall had to be turned off due to smoking and will need to be repaired or replaced along with the snowflakes. Cost of repairing will be over £1000 therefore Cllr CA Allan has asked the company that supplied LTC's new lamp lights to quote for this replacement. Cllr CA Allan will bring quotes/photos to next meeting and copy Clerk on communications. Cllr M Giles asked the Clerk to ask the accountant to reduce all the older lights down to zero on our assets so that LTC can then donate to others that may need them. The lights will be taken down on 20/01/18. Cllr AKJ Pickernell wishes to donate the sleigh to LTC, the committee agreed and thanked Cllr Pickernell. Cllr M Giles stated that the sleigh needs an overhaul and said Men's Shed could help with this, he will organise. The trees will need cutting back on the car park so that the lights can be checked and new ones bought to wrap around. Clerk to check if on Grounds	Cllr CA Allan Cllr Giles Clerk

	Maintenance contract and bring up at Allotment, Cemetery & Car park meeting next Tuesday.	
66/17-18	<p>6. <u>Easter 30th March 2018</u> – the committee discussed what LTC can do this year, the consensus was that the disco, Hat competition, Poster competition and craft table worked well last year, so to repeat the event in 2018. Advertising will include Perham Down. Date will be Good Friday 1.30pm till 3.30pm, Cllr CA Allan will contact Memorial Hall bookings and look at getting a generic banner. Mr Olufunwa will give LTC the contact for the company Wellington Academy use. Ludgershall Primary School were asked to run a competition last year for the posters, committee would like that to happen again this year. Cllr CA Allan will contact school. Cllr C Giles suggested someone be contacted to run a craft table.</p>	Cllr CA Allan
67/17-18	<p>7. <u>Summer Fete – June 9th 2018</u> – 12 tables are already interested along with a couple of car booters, committee agreed to open part of it out as a car boot. Times agreed 1pm – 4pm. LTC stalls will be: Teas/coffees, BBQ, tombola, smash the china, coconut shy, gift bags (bottles) and maybe a raffle. There will be 2 arenas 1 for the dog show and 1 to have the following – Rock Choir, Showoff Dance, Kick Boxing, Flag dancing, dog finalists paraded. Cllr CA Allan has asked for a Viking display, this will cost £250, suggestions from committee is to ask for sponsorship. The committee asked WO1 RSM L Bull if 26 Engrs could provide anything for the day. He suggested a static vehicle display similar to the Fete in October 2017, and a PT display. Cllr CA Allan has sourced the local Ice Cream Van for the day and a company to provide a bouncy castle. Others to be contacted are – Fire Brigade, Police Dog display, cadets, youth football for a goal shoot out, Gun dog display (Clerk to look back for contact), Cllr V Dixon suggested and will source a bird charity that could bring birds of prey. The Clerk suggested and will source pony rides. Cllr CA Allan had an idea where a vehicle is filled with balloons and someone guesses the number, she will look in to this possibility. Cllr AKJ Pickernell suggested that Cllr CA Allan request at the next finance meeting that LTC increases the budget for Civic Events. Clerk will put on agenda. Cllr CA Allan will look into producing a programme of events and asking for advertising from local companies to cover costs. Clerk suggested that a raffle could be attached to this.</p>	<p>WO1 RSM L Bull</p> <p>Clerk Cllr V Dixon</p> <p>Cllr CA Allan</p>
68/17-18	<p>8. <u>Future Events:</u></p> <ul style="list-style-type: none"> • Commemorative Trees – the trees will be planted on the weekend of Remembrance. Cllrs would like community involvement, 26 Engrs will be involved, Clerk to ask Lovell’s and community groups within 	

	<p>Ludgershall if they would like to be involved. Families of the 37 remembered soldiers need to be contacted in order to erect plaques on the trees.</p> <ul style="list-style-type: none"> • Remembrance – November 11th 2018 – Cllr CA Allan has sourced some large poppies to put on lamp posts around the memorial on the day. The renaming of the Rose Garden will be incorporated in the service. The youth groups involved will be positioned so they can see and be seen. The Town will have a chance to acknowledge the troops before they are dismissed. • Santa’s Sleigh/Christmas Fayre – Santa’s rounds will be over 2 days 28th & 29th November, and will have specific areas to stop. Christmas Fayre will be 1st December, Cllr CA Allan will book Memorial Hall. • Arts and Crafts – Cllr CA Allan has done some research and a ‘have a go’ day may be better than just a display of work. Her suggestion is to have 4 or 5 craft areas in the Memorial Hall where the ‘crafter’ can show their products and let event goers have a try at that craft. After discussion, the committee suggested that the crafters may need to charge for this as they would be using products, if they can sell their crafts as well that may help and perhaps if they charge a nominal fee. Also LTC would need to charge a small entrance fee to cover and outlay for the hall. LTC could provide refreshments. A Saturday in March was also suggested. Cllr CA Allan will look into this in more detail. 	Clerk
69/17-18	9. <u>Promotional Items</u> – not discussed.	
70/17-18	10. <u>Agenda Points to be discussed for next meeting</u> – none.	

There being no further business to discuss the meeting closed at 8.05pm.

Next meeting will be held on 8th March 2018 at 7pm, in the Town Council Office.

Signed.....Date.....