

LUDGERSHALL TOWN COUNCIL



Minutes of the Civic Events committee held on 16th May 2019 in the Town Council Office, 22 High Street, Ludgershall at 4:00pm.

Present:	Cllr C A Allan	Cllr B Dance
	Cllr M Giles	Cllr V Dixon
	Cllr C Giles	Cllr J Langley
	Cllr B Cordery	Cllr AKJ Pickernell
	Cllr CD Allan	
Representatives:	WO2 Rees of 26 Engineer Regt	

	<u>Agenda Item</u>	<u>Action</u>
001/19-20	1. Election of Chairman – Cllr CD Allan proposed that Cllr CA Allan be re-elected as Chairman, seconded by Cllr J Langley, all in favour.	
002/19-20	2. Election of Vice Chair – Cllr B Cordery proposed that Cllr B Dance be re-elected as Vice Chair, seconded by Cllr J Langley, all in favour.	
003/19-20	3. Apologies - none	
004/19-20	4. Declaration of Interest – none	
005/19-20	5. Minutes of previous meeting – dated 11/4/19 – Cllr CA Allan requested that the minutes be changed to reflect that under the Summer Fete point that the cost of beer cases is 2 for £20, not 3 for £20 as had been previously minuted.	Admin
006/19-20	6. Summer Fete – tables – Cllr CA Allan updated the Committee on all that she has arranged for the Summer Fete. The attraction include Nick Allan (Bouncy Castles) and Cllr CA Allan requested that Admin check if the Liability Insurance Certificate he provided in December 2018 will still suffice assuming we have a copy of it. There will also be a roundabout, Coconut Shy and Penalty shoot-out, Ice-Cream Man, Face-painting and Glitter Tattoos. There will also be a selection of non-fee paying stalls. The Dog Show will have 7 classes and Cllr CA Allan requested that the office order the Rosettes found on Amazon for £13.68. There will also be a bottle stall. WO2 Rees confirmed they will be bringing PTI's on the day along with the Army Vehicles. The Cadet Officer is due to confirm how many cadets will be available to assist with car parking (which will be around the edge of the Rec as the stall layout is different this year) and the Committee were appraised of the intended layout of stalls. It was also requested that Admin ask PCSO Akehurst for approximately 12 traffic cones to go along Deweys Lane. Councillors will be parking in the Cemetery as they have done in previous years. The cost of the cider has been ascertained	Admin Admin/Clerk Admin

	and it is £13 for 18 cans of Strongbow or £20 for 36 cans. The Mixed Fruit cider is £11 for 12 cans – making a total of £31 needed for 48 cans of cider. The Pimms is due to be purchased from Aldi at £5.99 per bottle as the previous offer has now expired – so the total for Pimms is now £59.90 for 10 bottles. Cllr CA Allan requested that 50 pint glasses and 100 half-pint glasses be ordered from Amazon.	Admin
007/19-20	7. Scarecrows – no further update from the previous minutes. This event will be going ahead as discussed at the previous meeting and the event will be held in the Memorial Hall Car Park during August. The date will be confirmed in due course.	Cllr CA Allan
008/19-20	8. 26 Engr Regt Freedom of the Town 2019 – WO2 Rees updated the Committee that there will be up to 100 soldiers marching on the day and there will be vehicles behind (number to be confirmed nearer the time depending on how many are available). The Regiment are currently on a ‘red’ warning. There will also be a marching band. In relation to the Freedom parade in September, the full Committee voted to have the curry menu. Cllr CA Allan advised she will arrange for flowers to be placed on the dias and will agree a budget for purchasing plants and compost nearer the time. It was agreed to ask Men’s Shed to make 2 wooden planters, Cllr V Dixon to provide dimensions to Admin. The office will write to Men’s Shed to request this.	Admin
009/19-20	9. – Remembrance Sunday – Kits for sound system –Cllr AKJ Pickernell advised that the person he was liaising with has now been posted overseas and can no longer help. Cllr CA Allan will contact Kits for a quote for a sound system and speak to Kevin at The Crown in relation to accessing electricity.	Cllr CA Allan
010/19-20	10. Second Container – The Committee were advised that the Container Company that was agreed upon when contacted also wanted payment before the item is delivered. The Clerk managed to negotiate payment of 50% upfront and the remaining 50% on delivery. The money has been paid today and the item ordered. The office is waiting for a delivery date so the sleepers can be put into place. Once the date is known the Civic Events Team will be emailed and everyone will be called upon to help move the items into the new Container ready for the Summer Fete. Admin updated the Committee that the tables have been ordered and are due to be delivered on 28/5/19.	Cllr CA Allan
011/19-20	11. Banners –2 additional banners have been ordered by Admin at a cost of £84.00. These were collected by Cllr CA Allan and the invoice is in for payment. Cllr AKJ Pickernell advised that it is very difficult from the road to read the date and time of the event – Cllr CA Allan will go and make amendments to the signs so they are easier to read.	Cllr CA Allan
012/19-20	12. Checking Crockery for Summer Fete stall – WO2 Rees advised that WO1 Bull is checking with the Mess Manager if they have any broken or cracked crockery and will revert however Cllr CA Allan advised there is plenty available for the Summer Fete stall in any case.	WO1 Bull
013/19-20	13. Ludgershall in Bloom – It has been reported that the Garden Club no longer have a Chairman, so if the Club doesn’t exist will	

	LTC still go ahead with Ludgershall in Bloom ? Cllr CA Allan advised she is waiting for a final decision on the future of the Garden Club from them and then plans can be made for the event dependent on the outcome. There should be more news by next month's meeting.	
014/19-20	<u>14 Agenda Points for next meeting</u> – none	

There being no further business to discuss the meeting closed at 4.46pm. The next meeting date is **13th June 2019** at 7pm.

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