

LUDGERSHALL TOWN COUNCIL



Minutes of the Civic Events committee held on Thursday 8th March 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	Cllr B Cordery
	Cllr B Dance	Cllr CD Allan
	Cllr N Allingham	
Absent:	Cllr M Williams	Cllr D Downie
Representative:	WO2 M Richardson 26 Engr Regt	
Public	Mrs V Sobanski	

	<u>Agenda Item</u>	<u>Action</u>
71/17-18	1. Apologies were received and accepted from Cllrs J & O White (family matters).	
72/17-18	2. Declaration of Interest – none.	
73/17-18	3. Minutes of previous meeting have been circulated and ratified at Full Town Council. The Clerk is still to source the pony rides & the Gun Dog display, although this may not be required now. Cllr V Dixon found it particularly difficult to source a bird of prey charity.	
74/17-18	4. Christmas Lights – The middle section of the lights displayed on the front of the Memorial Hall are broken and cost of repairing is prohibitive. New LED display lights that will last longer have been sourced. Cllr CA Allan passed the choices around the committee for their input. The committee voted 3 for the plain baubles, 1 for the wave pattern and all others for the Santa and his sleigh. Finance & Policy committee had asked if a black board for ease of display could be used however this would be a health and safety issue. Cllr CA Allan will order once the size is confirmed and pass the paperwork on to the Clerk.	Clerk & Cllr CA Allan
75/17-18	5. Easter 30th March 2018 – The Clerk reported that the Memorial Hall committee have confirmed that LTC must pay the £100 returnable deposit for hiring the hall. The committee suggested that LTC pay in advance for the hire of the hall	

	<p>instead. Clerk to go back to the Treasurer. The poster designs will be received by Cllr CA Allan next Tuesday, they will be brought in to the office for judging and the choices will then be displayed (inc. Perham Down and 26 Engrs). The disco is 1.30pm till 3.30 pm and they will do games and prizes also costing £80. Cllr CA Allan will send details to Clerk. Easter Eggs for prizes and raffle have been bought. There will be teas and coffee and squash for the children. A crafty type table will be available with items donated by Mrs V Sobanski, Cllr CA Allan and the Clerk. Helpers on the day: Cllrs CA Allan, J Langley, B Dance, C Giles, M Giles, N Allingham, AKJ Pickernell and the Clerk.</p>	<p>Clerk Cllr CA Allan Cllr CA Allan</p>
<p>76/17-18</p>	<p>6. Summer Fete – June 9th 2018 – The Clerk stated that now LTC have a multi-functional printer that she would be getting an A3 laminator at a cost of approx. £25, this will prove a money saver after one event. She will also be getting access to better resources for producing posters, flyers, newsletters etc. Cllr CA Allan has been very busy gaining resources for the fete, she has 16 potential stall holders so far and confirmation from the Face Painter and the Fire Service (if not called out), and she is also awaiting confirmation from Police dogs, mobile museum and a bouncy castle. There will also be a car boot section. The Crown Inn will be supplying a beer tent. She has provisionally booked a petting zoo, £60 for 3 hours, all agreed this was a very good price. Clerk to book the event toilets, first aid and get a TENS license in place. In one arena will be Elite Kick Boxing, Show off dance, Boot Camp, a flag display and the Rock Choir (45mins for £90). Potential to have Test Valley Brass, Mrs V Sobanski will research. LTC's stalls will be as follows: BBQ, Smash the Plates (Cllr M Giles asked all to ask around for more china), Coconut Shy, Bottle Bags (donations of bags and contents would be gratefully received), Tombola & a raffle. Potential to provide a programme of events which will be printed with the raffle number on. Clerk confirmed that LTC's holds the correct license to hold a raffle. Cllrs CA Allan & C Giles will canvass for advertising within the programme. The Committee discussed raffle prizes. There will be a second arena for the Dog Show. WO2 M Richardson said that 26 Engrs will be providing 2 army vehicles for the day and a mini assault course. He will also request 4 tents and the posts and rope to mark out 2 arenas and see if any tasters could be provided i.e. Nepalese. He did warn that manpower may be low due to part of the regiment on assignments. Cllr CA Allan stated she had sourced 2ft by 4ft banners at a cost of 4 for £45. All agreed this was a good price, Cllr CA Allan to liaise with Clerk. Cllr N Allingham mentioned that the Church may want to have a</p>	<p>Clerk Cllr CA Allan & Clerk Mrs V Sobanski Cllrs CA Allan & C Giles 26 Engrs Cllr CA Allan & Clerk</p>

	<p>couple of stalls as they may not be able to hold their fete at the usual venue. Cllr M Giles also said that Men's Shed may want a stall. Cllr CA Allan will ask Friday Club or the Church if they could provide the coffee/tea/cake area. The Clerk passed round the contract for the stall holders, all agreed no changes, Cllr CA Allan will provide the Clerk with the stall holders' details. Clerk to ask Memorial Hall if LTC can use the tables and chairs. It was stressed that help is needed not just to man stalls but also to set up and take down the event. Cllr J Hollis said perhaps some of the members of Men's Shed would help, he will enquire. He also said that he will contact a static steam engine company to see if they will come and display too.</p>	<p>Cllr CA Allan</p> <p>Cllr CA Allan & Clerk</p> <p>Cllr J Hollis</p>
	Cllr B Dance left the meeting.	
77/17-18	<p>7. <u>Future Events:</u></p> <ul style="list-style-type: none"> • Arts and Crafts – all booked at the moment, Cllr CA Allan will re-look at this after Easter. 	
78/17-18	<p>8. <u>Promotional Items</u> – discussed about having an LTC Polo Shirt for events. Instead of this a suggestion that all Cllrs at the event wear the same colour t-shirt and an LTC badge. All agreed.</p>	
79/17-18	<p>9. <u>Agenda Points to be discussed for next meeting</u> – - Allocation of stalls to Cllrs at Summer Fete.</p>	

There being no further business to discuss the meeting closed at 8.02pm.

Next meeting will be held on 12th April 2018 at 7pm, in the Town Council Office.

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