

**Wheathampstead Parish Council
Village Day Working Party
3 May 2011 20.00hr**

Present	Councillors	A Waterfield	Chairman
		A Brewster	
		S Bates	
		B Dawes	
		L Coates	
		I Casper	Deputy Clerk
		Press	0
		Public	2

1891-11 Apologies & Substitutions

Apologies were received and accepted from Councillors N D Clements & T Reason (Personal) Julie Bell WDPS and Al Patel.

1892 -11 Questions from the public

Two members of the public – Messrs Singleton and Pike attended on behalf of the Wheathampstead Horticultural Society.

Mr. Singleton spoke of the concerns the Society had regarding the position of their BBQ on the field and the comment in the committee minutes about wind direction (minute 1722-11 9 Feb 2011). The Society is keen to be placed at their original site by the tree near the Dramatic Society Hut.

The Chairman assured Messrs. Singleton and Pike that all their points had been taken on board and it may be feasible to site the BBQ near the hedge behind or in front of the tree. The field plan has not been finalised yet.

Mr. Singleton pointed out that when they had been sited next to the marquee (used by the snakes and spiders show), the guy ropes had deterred people from walking around the back of the BBQ. This had been a problem last year with the marquee not being there.

It was agreed that a roll of red and white tape be made available to the Society to cordon off the area to prevent this happening again.

The Chairman thanked Messrs Singleton and Pike for attending and discussing this matter with the Working Party.

Recommendation A role of red and white tape is made available to the Horticultural Society to cordon off their BBQ area.

1893 -11 Specific Declarations of Interest

Mrs. Coates declared a non-pecuniary interest as she receives the

debris of the 20 straw bales after use.

1894 -11 PLANS FOR SATURDAY & SUNDAY

Saturday

The following items were discussed:

Morning – The Field Manager and his team will mark out the Playing Fields during the morning of the 9 July.

Field Layout – It was agreed that the stalls for WEB/WDPS/WPC are sited together at the top of the field (Memorial Hall end) in front of the fencing.

Wheathampstead's Got Talent – (afternoon)

Time – It was agreed that the Contest should start at 2.30pm and finish at 5pm.

Judging – it was agreed to have three judges as last year. The Dance Teacher (confirmed), Richard Suggitt to be asked to help with the lighting and be a judge, a member of Top Hat to judge.

Categories – It was agreed to have the same three categories as last year – Dance/Entertainment/Singing. Cllr. Brewster is amending last year's application form to be put in the Summer Pump.

Rosettes – It was agreed to purchase 3 large rosettes and a number of small ones so that every performer receives one; and 3 small trophies and one large trophy for the overall winner. Clerk to seek costs.

Prizes – Top Hat to be asked if they would donate a prize for the overall winner of the contest as last year.

Music – Mr. Singleton to be asked to help with the sound system on the day.

Bar – Mr. Samples to run a bar in the Hewitt Room from 2.30pm.

Publicity – It was agreed that bright posters are needed to publicise the Talent Contest and the Barn Dance. Deputy Clerk to see if her daughter can help with this.

Banner- It was agreed to obtain a price for a new banner to be put up at the back of the stage.

Facebook – Members discussed the possibility of advertising the event on Facebook.

Friday – Al is liaising with St. Albans Van Hire re use of a van for the weekend. AL and the Chairman will collect the van.

Barn Dance – (evening)

Catering – The Chairman confirmed that the Fish & Chip shop in the village will cater for the evening, the meals to be staggered between 7.30 – 9pm to help with cooking times. A choice of fish & chips, sausage and chips and a vegetarian option to be put in a 'tick box' on the Barn Dance Application Form for information. Cllr. Brewster is updating last years application form which will go in the Summer edition of the Pump (due to go to the printers 13 May).

Barn Dance Tickets – 200 tickets to be available. Clerk to ask Richard Brett to produce them as last year.

- Recommendation:**
- 1 The Field to be marked out on Saturday morning by the Field Manager and his team.**
 - 2 The stalls for WEB/WDPS/WPC be sited together at the top of the field.**
 - 3 The Talent Contest to start at 2.30pm finish at 5pm.**
 - 4 There are 3 judges as last year.**
 - 5 Richard Suggitt to be asked to help with lighting and be a judge. Action Deputy Clerk.**
 - 6 Members of Top hat to be asked to be a judge. Action Cllr. Brewster.**
 - 7 There will be 3 categories of Talent Dance/Entertainment/Singing**
 - 8 The application form to be put in the Summer Pump. Action Cllr, Brewster.**
 - 9 That 3 large rosettes are purchased and up to 30 small ones.**
 - 10 That 3 small trophies and 1 large trophy are purchased.**
 - 11 Top Hat is to be asked if they would donate a prize for the overall winner of the Talent Contest. Action Cllr. Brewster.**
 - 12 Mr. Singleton to be asked to help with the sound system on the day.**
 - 13 Mr. Samples to run a bar in the Hewitt Room from 2.30pm on Saturday 9 July.**
 - 14 Posters publicising the Talent Contest and the Barn Dance to be produced. Action Deputy Clerk.**
 - 15 Cost of new banner to be sought. Action Deputy Clerk.**
 - 16 Al and the Chairman to collect a van from St. Albans Van Hire on**

- Friday evening – 8 July.**
- 17 Fish & chips; sausage and chips and a vegetarian option to be served from 7.30pm – 9pm.**
 - 18 Food options 'tick box' to be on the Barn Dance Application form.**
 - 19 Richard Brett to be asked to produce 200 tickets for the Barn Dance**

Sunday

Members discussed the following items:

Alcohol Licence – Mr. Samples has this in hand.

Horse Show – Mrs. Coates reported that unfortunately this cannot take place.

Attractions – Cllr. Brewster to liaise with Watford FC and Youth Connexions regarding their attendance at Village Day.

Tug-of-War – Members gave consideration to A Tug-of-War over the river between Danefield and Saxon land. More investigation needed on this item. Action Cllr. Brewster.

Arena – The opening of Village Day and giving of prizes, including Allotment certificates and shield, will be in the arena 1.30pm. There will be musical items in the arena during the afternoon from the Marching Band, Morris Men, The Salvation Army. The football 'final' will be in the last attraction in the arena.

Fire Brigade – Will be in the parade and park in their usual site in the car park.

Publicity Boards – The boards to have the date changed.

Sea Cadets – To be invited to give a demonstration in the arena.

Climbing Wall – A climbing Wall still to be found.

Letter to Village Organisations – Letter to go to Village Organisations; the last day for responses to book a stall to be received by 17 June.

Commercial Stalls – The charge for a commercial stall to be the same as last year - £20.

Mounted Police Officer – A mounted police officer had attended Kimton Fair. Members agreed it would be wonderful if we could arrange for the mounted officer to attend our Village Day and take part in the parade.

Recommendation 1 **Mr. Samples will attend to next meeting and update members on the progress of the alcohol licence.**

- 2 **Cllr. Brewster to liaise with Watford FC and Youth Connexions regarding their attendance.**
- 3 **Consideration be given to a Tug-of-War taking place over the river Lee.**
- 4 **The official opening of the Day, including prize giving to take place in the arena at 1.30pm.**
- 5 **The Fire Brigade will take part in the parade and park in the Memorial Hall car park for the rest of the afternoon.**
- 6 **Dates to be changed on the publicity boards.**
- 7 **Sea Cadets to be invited to give a demonstration in the arena.**
- 8 **Climbing Wall to be sourced. Action Deputy Clerk.**
- 9 **Letters to go to Village Organisations, responses to book a stall to be returned by 17th June.**
- 10 **The charge for a commercial stall to be the same as last year - £20.**
- 11 **Mounted Police Officer to be invited to attend Village Day and take part in the parade.**

1895 -11 PROGRAMME

Al Patel is compiling the programme.

Members gave consideration to charges for advertising and the price of the programme and agreed they be the same as last year.

Lucky Programme Draw – It was agreed to recommend a cash prize of £25 for the Lucky Programme Draw.

Printing – Consideration was given to the amount of programmes to be printed. It was agreed that 500 be printed this year.

- Recommendation:**
- 1 **Price of the programme (£1) to be the same as last year. Advertising rates in the programme to be held to last years prices.**
 - 2 **There is to be a £25 cash prize for the Lucky programme draw.**
 - 3 **500 programmes are printed.**

1896-11 PROGRESS AGAINST VILLAGE PLAN TARGETS

Members discussed this item and the following targets have been met.

V1 – Bar on Village Day

V2 – Saturday Talent Show

V3 - The Litter Blitz volunteers clear and recycle the rubbish from Village Day.

V5 - Tug-of War
V6 - Climbing Wall (Action Deputy Clerk).

Recommendation:

- 1 To note the progress against Village Plan targets.**
- 2 Climbing Wall to be sourced. Action Deputy Clerk.**

1897-11 BUDGET REVIEW 2011-12

Cllrs. Brewster and Waterfield reviewed the budget.

Recommendation: To note review of the 2011/12 budget.

1898-11 DATE OF NEXT MEETING – To be arranged.

The Chairman declared the meeting closed at 21.30h.

Dated this day of 2011

Chairman