

**EVENTS COMMITTEE
PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF THE EVENTS COMMITTEE HELD ON
TUESDAY 14th AUGUST 2018 AT 6:30PM
IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH**

PRESENT

Cllr.Andy Ball – Chairman

Cllr M Walsh, Cllr Lee Byrne (Part), Cllr Nathan Davis, Cllr Jan Roberts.

In attendance

Clerk to the Council – Susanne Griffiths

Projects & Communications Assistant – Annabelle Denbury

0 member of the public was in attendance.

1. RECEIVE, NOTE AND AGREE APOLOGIES FOR ABSENCE

Apologies were received for Cllr Knights and Cllr Coombs who were on holiday

2. MINUTES

RESOLVED: To agree the minutes of the Events Committee meeting held on the 26th June be signed as a true record.

3. DECLARATIONS OF INTEREST

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and the nature of that interest which they may have in any of the items under consideration at this meeting. None were declared.

4. CORRESPONDENCE

No correspondence.

5. POP UP CINEMA

All present agreed to hold the Outdoor Cinema Event on 22nd September. Quotes for Mobile Inflatable screen and Mobile LED Screen were circulated for consideration. Cllr Walsh proposed to hire a LED screen to enable additional screening in the daytime. Seconded by Cllr N Davis. All present agreed. **AD**

Cllr Walsh proposed to hire 4 x toilets including 1 x disabled. Seconded by Cllr Davis. All present agreed. **AD**

After a long discussion and taking comments from the public into consideration, preferred movie choices were submitted to all present. Cllr Walsh proposed films to be shown as The Incredibles 2 or Moana for the afternoon movie and The Greatest Showman for the evening viewing. Seconded by Cllr Ball. All present agreed. **AD**

Cllr Walsh proposed ticket pricing structure of £8 General admission and £4 per child for afternoon movie and £10 General admission and £7.50 per child for evening movie and Carers to be receive free admittance. Under 16's to be accompanied by adult. Seconded by Cllr J Roberts. All present agreed **AD**

Cllr Walsh proposed dry hire of a popcorn machine and a pitch fee of £40 for any additional food vendors. Seconded by Cllr N Davis. All present agreed **AD**

Cllr Walsh proposed hire of Generator, Lighting and Heras fencing. Seconded by Cllr N Davis **AD**

6. KOP HILL BANNER

A draft copy of the banner artwork was circulated to the members ahead of the meeting. Cllr N Davis proposed using PRTC Logo. All present agreed. **AD**

Permission needed by Kop Hill Climb to use their Logo **AD**

Wording of Banner to be changed **AD**

7. CHRISTMAS LIGHT SWITCH-ON

Three quotations for a Snow Globe were circulated for consideration.

Cllr Walsh proposed to accept Quotation A. Seconded by Cllr Roberts. All present agreed.

Resolved: to accept quotation A

AD

8. CHRISTMAS LIGHTS FIXTURES FOR 2018

Resolved: To install new Christmas lighting in Duke Street Gardens in line with the existing budget.

KP

9. CHRISTMAS TREE EVENT

Resolved: Agreed to order round polystyrene balls for decorating for trees as per the Easter egg format. The office is requested to contact the schools to confirm design and weatherproofing issues and ask for volunteers to assist with hanging the balls. The office is requested to liaise with the Maintenance Team to schedule in time for hanging and removal of the decorations.

AD

10. ANNUAL TOWN FESTIVAL 2019 THEME

All present agreed to defer to next meeting and in the meantime the office is requested to look at costing various themes.

AD

11. AGENDA ITEMS FOR NEXT MEETING

TBA

13. DATE OF NEXT MEETING

TBA

There being no further business to discuss, the meeting closed at 8.40pm

Chairman Date