



PRINCES RISBOROUGH TOWN COUNCIL



**PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF THE EVENTS COMMITTEE HELD ON
TUESDAY 12th MARCH 2019 AT 6.45PM
IN THE COMMUNITY CENTRE, PRINCES RISBOROUGH**

PRESENT

Cllr Jan Roberts (Chairman)
Cllr Matthew Walsh, Cllr Lee Byrne, Cllr Nathan Davis, Cllr David Knights and
Cllr John Coombs.

In attendance

Deputy Clerk to the Council – Kirsty Pope
Projects & Communications Assistant – Annabelle Denbury
No members of the public were in attendance.

1. RECEIVE, NOTE AND AGREE APOLOGIES FOR ABSENCE

Apologies were received from Cllr Andy Ball who had work commitments.

2. MINUTES

RESOLVED: To agree the minutes of the Events Committee meeting held on the 15th January 2019 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

An email has been received from a resident regarding organising a mass garage sale in Risborough
The resident would like to organise a mass garage sale during festival week.

All present agreed that the Events Committee would support the request as an event for the festival programme. However it would need to be clear that this isn't a Town Council organised event and that any participants stay within the boundary of their property. AD

Emails has been received regarding the polystyrene eggs used for the tree hanging events
Comments have been received that the polystyrene eggs used for these events should be environmentally friendly.

All present agreed to advise the residents that as the polystyrene eggs have already been purchased for this year the event will go ahead and that all schools taking part have been given the option to participate. However the committee will be looking for a more sustainable and environmentally friendly option for future events. AD

5. COMMITTEE BUDGET

The Committee received a detailed income and expenditure budget update.
Resolved: that spending in respect of the 2018/19 budget be noted.

6. FOCUS GROUP

An update was given following recent Focus Group sessions held at Princes Risborough School & Princes Risborough Youth Club with a view to ascertaining festival entertainment and activity ideas.

7. FESTIVAL WORKING GROUP

Report from the Working Group

- 1) Ticket prices for the Movie in the Park event

Resolved: Ticket pricing for all three movies to be set at £6 per ticket or 2 x tickets for £10. Under 15's free entry when accompanied by a paying adult.



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2) Pitch prices for the food vendors for the Movie in the Park event

Resolved: Pitch prices to be agreed as £40 per vendor.

3) Pitch prices for Festival Day

Resolved: Pitch prices to be advertised as follows: PR based Charity organisation £10, Non-Risborough based Charity organisation £25, Princes Risborough Commercial (excluding food & drink) £20, Food & Drink producers £40, All Food vendors £60.

4) To approve the cost of the Celebrity Makeup Artist and ticket price

Resolved: Makeup Artist to be booked in initially for one session at a cost of £500 with sponsorship support from Waves Hairdressers. Event to be promoted via social media with pre-registration for tickets priced at £25 per person.

AD

5) To agree on street entertainment for festival day –

All present agreed to look at prices for close-up entertainer's i.e Magicians

AD

8. ART IN THE PARK

The members discussed the possibility of extending Art in the Park 2019 to additional parks within the Town. The members confirmed that budgets for 19/20 have already been agreed.

Cllr Coombs proposed that existing artwork in Wades is moved to St Dunstan's park and 2019 entries remain in Wades Park. Seconded by Cllr Walsh. **All present agreed.**

9. ANNUAL TOWN MEETING

Cllr Walsh provided the members with an update of the plans for the Annual Town Meeting.

All the present agreed for the for the current action list to be sent to all Councillors.

AD

10. MOBILE DEMO KITCHEN

The members agreed to support the request from the Regeneration Working Group for the purchase of a mobile demo kitchen for use at events organised by the Town Council.

11. AGENDA ITEMS FOR THE NEXT MEETING

To be advised

12. A RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS IN ACCORDANCE WITH SECTION 1 (2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960.

Cllr Lee Byrne proposed to pass a resolution to exclude the public and press to approve the quotation for the Outdoor Cinema and Inflatable Run, Cllr Knights seconded.

Resolved: in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded on the grounds of the confidential nature of the business about to be transacted which involves the likely disclosure of exempt information.

Outdoor Cinema

Quotation 1 £ 1500

Quotation 2 £ 1195

Quotation 3 £ 1600

RESOLVED: All present agreed to approve quotation 1.

Inflatable Run

Quotation 1 £1500

Quotation 2 £330

Quotation 3 £800

Resolved: All present agreed to approve quotation 1



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13. DATE OF NEXT MEETING

To be advised.

There being no further business to discuss, the meeting closed at 8pm

Chairman Date