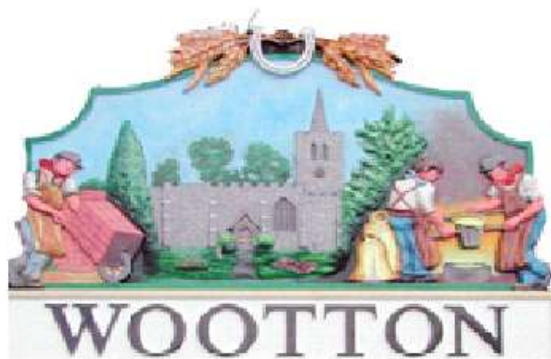




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Minutes of the Fun Fest committee meeting held on Wednesday 15th February 2017 at 7pm in The Hub, Wootton New Life Methodist Church, Cause End Road.

Present	Gareth Lloyd (GL) (in the chair), Mark Atkins (MA), Claire Bennett (CB), Brian Doggrell (BD), Naomi Groves (NG) and John Wheeler (JW). JW is also the Borough Councillor for Wootton. In attendance: Sue Playford (SP) as Clerk to the Council.		
Absent (no apologies received)			
Agenda no	Agenda item title	Resolution	Action
FF17/01	Apologies for absence. Graham Ward (GW).	Resolved to accept.	SP to keep on file..
FF17/02	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.
FF17/03	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded. None.	N/A.	N/A.
FF17/04	Minutes of the previous meeting. Members of the Fun Fest Committee are asked to receive and adopt the minutes of the advisory Fun Fest Committee meeting held on 7 th September 2016.	Minutes were received and adopted. Proposed: JW. Seconded: NG. Resolved by all present.	SP to keep on file.
FF17/05	Matters arising from the minutes – for information only. FF16/03 – MA to speak to the lower school's event organiser (Car	MA reported the car fest event organiser had signed a disclaimer preventing him	MA and SP to take forward.

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	Fest) to see whether cars would attend this event. FF16/03 – NG to establish whether “Dangerous Steve” was available to attend.	from passing on contact details. He acknowledged it was too late for further action ahead of this year’s event, but would try to get contact details ahead of next year. SP agreed to try the same at the Haynes 100 event. It was noted the minis were still coming. NG reported she had been unable to contact Dangerous Steve.	
FF17/06	To review the budget for 2017’s event to date and to make recommendation to Full Council as necessary.	Resolved that: - Wymondham Falconry Displays be booked - £450. - Additional advertising signs be purchased – MA to inform SP of costings if relevant; - An additional first aid kit be purchased. No recommendations were made to Full Council at this stage – SP’s delegated powers as Clerk would be used to book/purchase acts/items.	MA and SP to take forward.
FF17/07	To review acts and arena events booked for 2017’s event to date, to consider booking additional acts and arena events and to make recommendation to Full Council as necessary.	MA detailed acts booked for stage and arena and agreed to provide a draft running order. SP reported a number of stalls and activities had made enquiries – few had yet to officially confirm their booking. She had spoken with Henry Manning (FunFair), who was bringing similar rides from last year plus a Rock-A-Plane wheel, aimed at older teenagers. He had requested permission for that ride to be put on site on the Friday but SP has since established it will come on site at 8am on Saturday. MA confirmed Wootton Upper School had a drama group who wished to attend. JW stated Wootton Upper School also wished to have a stall for their community group, to raise money for Wootton Charities. Their	All to take forward.

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		members had also offered to help at the event, if needed. CB/NG agreed to speak to a dance exercise teacher – FitSteps – to see if they could attend. JW confirmed the army cadets would be in attendance to help where needed and have a stall. First Aiders were confirmed as MA, GL and NG and it was hoped the Wootton Community First Responder Group would have a stall to promote themselves. No recommendations were made to Full Council at this stage.	
FF17/08	To revisit the event layout and to make recommendation to Full Council as necessary.	It was agreed the drinks/entertainment licence be extended to cover the entire recreation ground – JW to investigate whether this is possible and ask the Fox & Duck PH to take forward. JW also agreed to see whether Borough Councillor David Fletcher (member of BBC's Flog It team) might be able to attend – if yes, this could be used to promote the day and residents could potentially bring items for valuation. GL agreed to rework the event layout, taking into account the extra fairground rides, pony rides and go-kart area. No recommendations were made to Full Council at this stage.	JW and GL to take forward.

Meeting closed at 8.10pm.

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