



WOOTTON PARISH COUNCIL



LOCAL COUNCIL
AWARD SCHEME
QUALITY

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Minutes of the Fun Fest committee meeting held on Wednesday 21st June 2017 at 7pm in The Hub, Wootton New Life Methodist Church, Cause End Road.

Present	Gareth Lloyd (GL) (in the chair), Brian Doggrell (BD) 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
FF17/09	Apologies for absence. Mark Atkins (MA).	Resolved to accept.	SP to keep on file.
FF17/10	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.
FF17/11	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.
FF17/12	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 15 th February 2017.	Minutes were received and adopted. Proposed: JW. Seconded: BD. Resolved by all present.	SP to keep on file.
FF17/13	Matters arising from the minutes – for information only. - FF16/03 – MA to speak to the lower school's event organiser (Car Fest) to see whether cars would attend this event. MA was unable to get details for this year but would try for 2018. Move to close. - FF16/03 – NG to establish whether "Dangerous Steve" was available	No further comments received.	N/A.

Fun Fest committee minutes 21st June 2017

Chairman.....

Date.....

	to attend. NG was unable to contact him. Move to close.		
FF17/14	To review the budget for 2017's event to date and to make recommendation to Full Council as necessary.	SP stated there was c£1,425 remaining in the budget in case of need. No further comments received.	SP to keep on file.
FF17/15	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.	In MA's absence it was noted the following were attending: Birds of Prey (no paperwork received to date); Circus workshop; Fun Fair; Go-Karts; Magician; Paintball range; Pony Rides; Four bands/acts for the stage; Judo, Sosa Fitness, Belly Dancers, Classic Cars for the arena. SP confirmed she had a variety of stalls in attendance. JW agreed to check volunteers from the upper school would be available to help on the day.	N/A.
FF17/16	To revisit the event layout and to make recommendation to Full Council as necessary.	A-frame boards would be needed again to advertise toilets and any events further afield (Pony Rides, Paintball Range, Birds of Prey, Go-Karts, Fun Fair). The final layout was determined – Appendix A.	N/A.
FF17/17	To receive and adopt the Risk Assessment for 2017 and to make recommendation to Full Council as necessary.	Resolved to accept without amendment and make the same recommendation to Full Council. Proposed: JW. Seconded: BD. Resolved by all present.	SP to take forward.

Meeting closed at 7.45pm.

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Chairman.....

Date.....

