

Carterton Town Council
Events Working Group Meeting
Held at the Town Hall on Tuesday 26 February 2019 at 5.00pm

Present: Cllr J Bull – Chair
Cllr R Crapper
Cllr N Leverton
Cllr M McBride
Cllr D Melvin
Cllr D Wesson

Andrew Bayliss	Carterton Library
Rosemary Calcutt	Carterton Lions
Angela Finch	Resident
Sue James	Carterton Celebrates
Hayley Phillips	CDO, RAF Brize Norton
Don Rouse	Carterton Lions

Officers: Ron Spurs – Town Clerk
Katie Zasada

Apologies: Cllr E Hatton
Sandie Baylis, Sarah Davies, Karen Marsh, Jenny Maxwell

1 Minutes of the meeting held on 29 January 2019

The Minutes, circulated to members with the Agenda, were noted.

2 St George's Day Dinner – 27 April 2019

Cllr McBride gave an update. Approximately 150 invitation have been sent out, including to Mayor and Chairs, all local businesses and headteachers of schools. Responses are slow to come back in. To break even, 50 tickets need to be sold. He pointed out (under AOB) that the previous event had received £600 from the Town Council. Cllr Mead is no longer able to arrange the serving of drinks and Rosemary Calcutt said she would take the request back to Carterton Lions. There is still a considerable amount of work to be done, including Raffle, Charity Auction, Drinks and Glass Hire, Decoration of Hall. Ron Spurs suggested a sub-committee be formed to pinpoint and resolve these issues – members will be Cllr McBride, Cllr Leverton, Don Rouse.

ACTIONS: Cllr McBride and Katie Zasada – monitor ticket numbers
Rosemary Calcutt – check if Lions able to serve drinks
Sub-committee to take forward unresolved issues

3 Carterton Carnival – 20 July 2019

Cllr Bull gave an update on the work of the sub-committee. They have had contact from a lady who was the last Gala Queen and she will open the Carnival this year. Some craft/food stalls and events, including some young bands, have been booked. There is a possibility of a Dog Show. Ron Spurs advised to be aware of noise levels as this had caused problems at previous Witney Music Festivals. The route of the Parade is dependent on numbers taking part and the

sub-committee are in contact with the schools. The sub-committee is also speaking to RAF Brize Norton regarding assistance with marshalling (pavement only) and the possibility of the Air Cadets Band to lead the Parade. Hatwells will provide some small rides for children – Ron Spurs advised to check they have Showman’s Guild Rights Liability. Cllr Bull is working on an Event Plan with Cllr Melvin. The next sub-committee meeting will take place on 13 March 2019 (time to be confirmed).

ACTIONS: Cllr Bull and Cllr Melvin – Event Plan
Marshalling – RAF Brize Norton
Hatwells Funfair – Showman’s Guild Rights
Confirm Air Cadets Band and Dog Show

3 Carterton Celebrates – 19-28 July

Sue James gave an update. Letters have been sent to groups and organisations asking if they want to be included in the Brochure and if they want to be involved in the Carnival. A similar letter has been sent to all businesses inviting them to decorate their shop fronts in red/yellow – bunting/balloons will be provided, and a prize will be awarded for the best dressed shop. Local pubs are being asked if they would like to put on special events during the week. Ten thousand Brochures will be printed and sent by Royal Mail to all households. Sue has a possible sponsor for the Open-Air Cinema. She will approach Roger Battley to have another History of Carterton Display at the Town Hall and will ask Cotswold Flower Club if they could do flower displays for the Town Hall and Community Centre.

It would be nice to have a Jazz Band to play on the final day (Sunday 28 July). Ron Spurs and Katie Zasada to discuss/book. Consideration is being given to a Mayor’s Reception as a thank you to all those involved, to be held at the Town Hall on 28 July. Ron Spurs and Katie Zasada to arrange with whoever is Mayor at the time (elections take place in May) and to be noted in Diary.

ACTIONS: Confirm sponsor for Open-Air Cinema – Sue James
Bunting/Balloons for shop windows and Prize for winner – Sue James
History of Carterton Display – Sue James to contact Roger Battley
Mayor’s Reception – Ron Spurs/Katie Zasada
Book Jazz Band – Ron Spurs/Katie Zasada
Cotswold Flower Club displays for Town Hall/Community Centre – Sue James
Open Gardens – Cllr Hatton to liaise with schools re Colouring Competition
Confirm whether Robert Courts MP can judge Scarecrow Competition

4 Any other business

Cllr Bull thanked Carterton Lions for the Art Exhibition held at the Community Centre on 21-24 February, which was a great event.

Christmas Lights 2019 – Ron Spurs said that a reduction in the fee for Craft stalls from £15 to £10 would be referred for approval at the next Council meeting.

Sue James reminded the group that the Save the Children AGM will take place on Saturday 9 March and the May Day Fair is on Monday 6 May.

Don Rouse said there would be a Neighbourhood Action Group (NAG) meeting at the Town Hall on 18 March.

5 Date of next meeting

Tuesday 26 March 2019 at 5.00pm.