

BARTON - UPON - HUMBER TOWN COUNCIL
MINUTES of a COMMUNITY COMMITTEE MEETING held in the
THE ASSEMBLY ROOMS, QUEEN STREET, BARTON-UPON-HUMBER on
MONDAY 26 FEBRUARY 2018 - COMMENCING at 7.00 p.m.

Present: Councillor A Todd (Chairman)

Councillors F Coulse, Mr J Oxley, J Sanderson, B Troop and JP Vickers.

Also Present: Councillor Mrs P Sanderson, Mrs K Coulam and Mrs C Clark (Deputy Town Clerk)

302. **Apologies for Absence**

None

303. **Declarations of Interest**

Barton Lions, Bike Night – Councillor Mr J Oxley (Personal Interest)

Bike Night – Councillor A Todd (Personal Interest)

Barton Carnival – Councillor B Troop (Personal Interest)

304. **Minutes of Meeting held on the 11 December 2017**

It was noted that these minutes had been signed as a correct record, for action as necessary, at a meeting of the town council held on 3 January 2018.

305. **Matters Arising**

None

306. **Picnic in the Park – Sunday 5 August 2018**

Councillor P Vickers entered the meeting during this discussion.

Members discussed arrangements for this year's picnic, it was noted Waters' Edge have arranged Wildlife Day 2018 on 5 August 2018, it was agreed and

Resolved:

- (a) Baysgarth Park to be booked on Sunday 5 August from 12 – 4pm;
- (b) ESAG (Event Safety Advisory Group) details to be sent to North Lincolnshire Council within 6 months timescale;
- (c) Councillor A Todd to update the risk assessment;
- (d) All Councillors are asked to attend and help at the event;
- (e) 1st aid cover to be arranged;
- (f) It was noted with thanks, Lindsey Relay agreed to sponsor £100 towards children's races, provide pa system and check if Cllr K Vickers caravan available for control point;
- (g) Children's races from under 5's to 11 plus and mums/dads race to be arranged, with a request for Barton Athletics Club to organise, with a £50 donation;
- (h) Councillor J Oxley offered to compere and contact Junior Football Club for a tournament, noting a new area is need for the tournament due to new paths in the park;
- (i) North Lincolnshire Council to be requested to mark out pitch for tournament and track for races;
- (j) Rosettes for 1st 2nd 3rd in races to be ordered, adding to what we currently have left from previous years, plus sweet for all entrants and medals for tournament;
- (k) Entertainment to be provide by
 - (i) Barton Town Band with a £200 donation;
 - (ii) Mr Shiney 3 Magic Shows;
 - (iii) Craft workshop by The Ropewalk;
 - (iv) Strictly Dance School demonstration with a £50 donation;
 - (v) Fairyland face painting (2 people);
 - (vi) Earthbound Misfits Circus skills workshop;
 - (vii) Police stall;
 - (viii) Barton Lions catering unit, with hot drinks, if unable to provide hot drinks, alternative to be sorted for drinks;

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- (ix) Imagination Library;
 - (x) Newlife Church provide puppet show with a £50 donation;
 - (xi) Army Cadets display;
 - (xii) Far Ings Visitor Centre wildlife activity.
- (l) an ice cream van concession to be arranged;
 - (m) Baysgarth Museum to be contacted to book area in front of museum where Barton town band play;
 - (n) Leaflet to be distributed to all Barton primary schools;
 - (o) An advert to be placed in July Bartonian;
 - (p) Check council generator working;
 - (q) Hire portaloos from R&J Leisure in addition to public toilets, to be paid from reserves;

307. Christmas Festival – 24 November 2018

Members discussed arrangements for this year's Christmas Festival, noting decisions agreed at the 11 December 2017 meeting for the Salvation Army Carol Service to continue up to 6.15pm, alternative traffic management to be arranged, R&J Leisure to provide small rides on George street with the reindeer pen the last attraction. Team of 6 reindeer and sleigh with handlers are booked under contract at £2,000 until Christmas 2019 (Min Ref:- 237(g)(i)/99-F&GP 16/01/17). Christmas lights 3 year contract secured for periods 2017 - 2020 based on the same coverage/ quantity of equipment, costs £7,225 per season (Min Ref:- 237(g)(ii)/99-F&GP 16/01/17). Mrs K Coulam asked if the west end of High Street could be included this year to accommodate stalls. She advised stallholders would provide their own stall and lighting. The town council still require stall application form completed to comply with market consent for holding this event. The town council agreed to include this part of High street in Christmas Festival permission requests to North Lincolnshire Council, but stated no stalls to be located near Clarkes shoe shop, the council to contact Clarkes direct to confirm arrangements.

During this discussion Councillors J Oxley and Ms J Warton left the meeting to attend meetings elsewhere.

Resolved

- (a) Submit an application to North Lincolnshire Council complying with their Code of Practice for permission to install seasonal decorations on Market Place, George Street, King Street, High Street, part of Queen Street & Fleetgate;
- (b) Christmas lights power supply boxes annual testing to be arranged;
- (c) Submit application to North Lincolnshire Council for premises licence from 9.00am – 9.00pm, with street plans;
- (d) Submit application to North Lincolnshire Council for a road closure from 8.00am – 10.00pm for George Street, King Street and High Street;
- (e) Submit application to North Lincolnshire Council ESAG (Event Safety Advisory Group) to check event arrangements suitable;
- (f) Councillor Alan Todd to update the risk assessment and fire risk assessment;
- (g) 1st aid cover to be arranged;
- (h) Submit application to North Lincolnshire Council for a Market Consent;
- (i) As the current 3 year contract for a stage (16' x 16') with pa system, lighting, generator, stage heaters ended in 2017 the contractors offer to extend for an further 3 years at the same price be accepted;
- (j) Arrange for Community Parade to leave The Ropewalk at 3.00pm led by reindeer, with all community groups receiving £30 for taking part rather than a judged competition. Groups to be recommended entrants should have warm clothing.
- (k) The Bernese Mountain dogs pulling carts, Immingham ATC band, Ruby Twirl Stars and local amateur dramatic groups to be invited to join in the Parade;
- (l) Lantern Parade organised by The Ropewalk, leaving their premises at 5.00pm;
- (m) Request assistance leading & managing both parades from Traffic Management Company with a vehicle to lead parades, implement road closure & erect advance warning signs;

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- (n) Lights switch on by Mayor with Carol Service organised by the Salvation Army;
- (o) Mayor assisted by Barton primary school pupils to switch on Christmas lights, with a picture or story/poem competition;
- (p) Contact Orkidz for permission to site Christmas tree on the High Street, tree already ordered with Winterton town council, installation needs arranging;
- (q) Liaise with R & J Leisure to have small fair rides on King Street and George Street;
- (r) Arrange contractor to provide stalls for town council craft and charity stalls, situated on High Street at Oddfellows Hall and St Peters Court, traders with own stalls on High Street between Oddfellows Hall and St Peters Court. £20 deposits paid to attend, only charity stalls refunded if they attend;
- (s) Hire labour to put up/take down stalls;
- (t) Barton Chamber of Trade will organise a shop window competition;
- (u) Arrange 5,000 advertising leaflets for distribution through TIC at Waters' Edge, delivery to South Ferriby, Barrow on Humber and New Holland, plus available from Barton outlets, produce a banner for advertising on Ferriby Road;
- (v) Contact Lincs FM to attend lights switch-on, Viking FM no longer do this;
- (w) Arrange the Mayor's Party meeting in the Assembly Rooms in whichever room is available;
- (x) Arrange North Lincolnshire Council Neighbourhood Services Team to open Market Place toilets later, put out extra litter bins, streets cleaned Sunday morning and remove Christmas tree in January;
- (y) Hire 11 security guards from 7.30am –10.00pm on a 3 year contract if possible;
- (z) Hire 18 two-way radios & loud hailer from North Lincolnshire Council;
- (aa) Hire 60 barriers;
- (bb) Hire 4 portaloos, including a disabled loo;
- (cc) The entertainment to be arranged with
 - i. Norman Hornsby wandering entertainment between 2 – 7pm + community parade;
 - ii. Pedro the Clown wandering entertainment with 2 x 30 minutes + community parade;
 - iii. Beverley Garlands wandering entertainment;
 - iv. Live Band;
 - v. Castledyke Choir with a £100 donation;
 - vi. Rushby Dance & Fitness with a £100 donation;
 - vii. Showers Choir with a £100 donation;
 - viii. Salvation Army Band Carol Service 5.30pm-6.15pm with a £100 donation;
 - ix. Duck Egg Theatre with a £100 donation;
 - x. Barton Musical Theatre Company to be invited for the first time, with a £100 donation if available to attend;

308. **Updated Protocol for the Bartonian magazine**

Members considered the updated protocol previously circulated, the updates were accepted including advertising rate increases and maximum 32 pages each issue, any change to number of pages to be agreed at a council meeting, the new protocol to start from July 2018 issue. Due to the short turnaround time proof readers for the April 2018 Bartonian were requested.

Resolved that

- (i) the updated Bartonian protocol to be accepted with advertising rates at £200 full page, £100 half a page, £60 1/3 page, £45 ¼ page and £35 1/8 page, with a maximum of 32 pages each issue, any change to the number of pages agreed at a council meeting;
- (ii) Councillors Mr J & Mrs P Sanderson, B Troop and Mr J Oxley plus Jane Tuplin to proof read the April 2018 Bartonian.

The Chairman, Councillor A Todd closed the meeting at 8.10p.m.

..... Chairman

7 March 2018