

**LONDON COLNEY PARISH COUNCIL
MINUTES OF THE EVENTS AND COMMUNITY COMMITTEE MEETING,
TUESDAY 20 FEBRUARY 2018, 1.30PM
CALEDON COMMUNITY CENTRE, CALEDON ROAD, LONDON COLNEY**

MINUTE NO.	DETAIL	ACTION
	<p>PRESENT Cllr M MacMillan (Chair) Cllr H Pakenham Cllr J Hopkins</p> <p><u>In attendance:</u> E Payne, Clerk L Casling, Grounds Maintenance Manager</p>	
8.	<p>APOLOGIES</p> <p>No apologies were received.</p>	
9.	<p>DECLARATIONS OF INTEREST</p> <p>There were no declarations of interest received.</p>	
10.	<p>MINUTES OF PREVIOUS MEETING</p> <p>The notes of the previous meeting held on 9 January 2018 were agreed as a true record of the meeting.</p>	
11.	<p>UPDATE ON COUNCIL EVENTS</p> <p>11.1 Children’s Pantomime – Sunday 14 January 2018 Members considered the poor attendance at this event and it had been resolved at the previous meeting that this event will be subsidised by the Parish Council. Members were advised that the next production is Peter Pan which will not clash with the St Albans production which is Cinderella. It was RESOLVED that:</p> <p><i>The Council will book Peter Pan for January 2019.</i></p> <p>11.2 Burns Night Supper – Saturday 20 January 2018 There were several issues relating to this event including poor attendance and some failures in the organisation on the day. Members discussed the future of the event and considered that a lunch time event on a Sunday would be worth organising. A programme of entertainment is to be agreed at the next meeting. It was RESOLVED that:</p> <p><i>A Burns Lunch event is to be organised for Sunday 27 January 2018 with relevant entertainment.</i></p> <p>11.3 Burns Lunch Club – Thursday 25 January 2018 The Burns Lunch club had been very successful. There were no further comments.</p>	CEM

	<p>11.4 Open Mic – Wednesday 31 January 2018 The Open Mic in January had been well attended with approximately 40 attendees.</p> <p>11.5 St Valentine’s Day Lunch Club – Thursday 15 February 2018 This special lunch club had been attended by 43 people and had been very well received with some positive comments.</p>	
12.	<p>FORTHCOMING EVENTS</p> <p>12.1 Lunch Club Special Lunches Members considered the impending special lunches (St David’s Day, St Patrick’s Day, St George’s Day). It was essential that there were sufficient volunteers for these lunches where there is a high level of attendees. The Clerk assured Members that the Community & Events Manager would be on hand to assist with the organisation. Tickets had already gone on sale for St David’s Day with St Patrick’s and St George’s to follow shortly.</p> <p>12.2 Music Festival including Community Awards and Mothering Sunday lunch Members considered the events being held for the Music Festival. Ticket sales are slow on the Tom Jones event but the ticket sales for St Peter’s event on Monday were going well. Cllr MacMillan and Hopkins will be attending St Peter’s and can oversee tickets. Charity buckets are required for St Peter’s.</p> <p>The Karaoke competition had not received any entries yet. Posters for the event should be given to all those local venues where karaoke competitions were held. The compere has been booked. Judges for the event are Cllr Pakenham, L Casling and E Payne.</p> <p>Ticket sales for Mothering Sunday were good (26 tickets to date). Members considered that an officer to oversee the initial organisation of the event was essential.</p> <p>The Community Awards event had only received 4 nominations for community champions. The format for this event should be considered at a future meeting. It was RESOLVED that:</p> <p><i>The Community Awards event is to be rescheduled for Thursday 4 October with a closing date for nominations in September 2018.</i></p> <p>Members considered the marketing for the festival and it was RESOLVED that:</p> <p><i>Additional banners advertising the music festival and Tom Jones are to be purchased and displayed in the village.</i></p>	<p>Clerk/CEM</p> <p>CEM</p> <p>CEM</p> <p>Clerk</p> <p>CEM</p> <p>CEM</p> <p>CEM</p>

	<p>12.3 Tennis Camps Members considered the dates for running tennis camps and the charges for attending. They agreed to run two sessions for Juniors (9am-12, five mornings) and Seniors (1pm-4pm, two afternoons). The price will remain at £7.50 per attendee per session. Booking is recommended but drop in on the day will be taken. It was RESOLVED that:</p> <p><i>Tennis Camps will be run on the following dates:</i></p> <ul style="list-style-type: none"> • <i>w/c 2 April 2018</i> • <i>w/c 9 April 2018</i> • <i>w/c 28 May 2018</i> • <i>w/c 23 July 2018</i> <p>12.4 Larks in the Parks – Sunday 1 July 2018 Members were advised that plans are progressing for this event. The theme is ‘The Movies’. Stall booking forms being sent out and the funfair has been booked. Prices for a stage are being investigated. Volunteers are needed to help on the day (car park, bucket shakers). A full page promotion including call for volunteers will be in the next edition of the newsletter.</p> <p>12.5 Hertfordshire Year of Physical Activity £800 funding for this event had been agreed to be released from General Reserves, with an additional £500 to be applied for from Cllr Gordon’s Locality Budget. There will be a small charge to attend - £3 per attendee or £10 family ticket (2 adults and up to 3 children).</p> <p>A disco for background music is to be organised with an ice cream vendor to be booked with a suitable pitch fee.</p> <p>The date for the event to be Sunday 12 or 19 August and the Clerk and CEM will meet the contractors on site on Thursday 1 March to discuss logistics.</p> <p>12.6 Events Schedule 2018 This schedule was not available and will be presented to a future meeting.</p>	<p>CEM</p> <p>CEM</p>
13.	<p>MARKETING OF EVENTS INCLUDING SOCIAL MEDIA AND PARISH COUNCIL WEBSITE</p> <p>Members considered the marketing of events. Posters are banners (where relevant) are displayed and all events are on the Council website. The Council’s decision on 3 December 2017 regarding social media had been to have a 3 month break and this decision was reconsidered at this meeting. The poor ticket sales for the Panto, Dinner Dance and Burns Night may have been attributed to the lack of social media but not exclusively.</p> <p>Members considered the design of the Council’s website and were advised by the Clerk that it was not the easiest website to administer as Officers. A request has been made by SADC for the inclusion of</p>	

	<p>the 'St Albans Choose Your Story' logo to be included on our home page. Members were in agreement with this request and the Clerk will organise for it to be included on the home page. The future design for the website should be considered as part of the Council's aims and objectives for 2018//19.</p> <p>It was RESOLVED to:</p> <p>a) A new Facebook Page for London Colney Parish Council is to be set up to be moderated by the Parish Clerk.</p> <p>b) A Social Media Protocol to be drawn up to be agreed at a future meeting.</p> <p>c) A redesign of the Council's website to be included as part of the Council's aims and objectives for 2018/19</p>	<p>Clerk</p> <p>CEM</p> <p>Clerk</p> <p>Clerk</p>
7.	<p>DATE OF NEXT MEETING</p> <p>Tuesday 27 March 2018, 1.30</p> <p>The meeting closed at 2.35pm</p>	

Chairman

Date