



LONDON COLNEY PARISH COUNCIL

To: Cllr M MacMillan (Chair), Cllr K Gardner, Cllr M Mortuza and Cllr H Pakenham

29 August 2018

You are hereby summoned to attend **EVENTS AND COMMUNITY COMMITTEE** meeting to be held on **TUESDAY 4 SEPTEMBER 2018**, commencing at **6.30pm** in **CALEDON COMMUNITY CENTRE, CALEDON ROAD, LONDON COLNEY**

Emma Payne
Clerk to the Council

1. APOLOGIES

To receive apologies for absence

2. DECLARATION OF INTEREST

To receive members declarations of interest in items on the agenda. Members are reminded that they may not participate in any discussion or vote on a matter in which they have declared an interest under Appendix A of the Code of Conduct. Members may not vote on a matter in which they have declared an interest under Appendix B and may only speak on the matter if members of the public are permitted to do so. Members are only required to declare the nature of any interest not already entered into the members' register or notified to the Monitoring Officer.

3. MINUTES OF PREVIOUS MEETING

To receive and approve the minutes of the previous meeting held on 16 July 2018 (attached).

4. MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA

4.1 London Colney Colts & Cougars – To receive an update on this item

5. UPDATE ON COUNCIL EVENTS HELD

5.1 Summer Tennis Camps – To receive an update on attendance figures and costs.

5.2 Picnic in the Park - Sunday 12 August 2018

6. FORTHCOMING EVENTS

6.1 Lunch Club Special Lunches – Harvest Festival (25 September), St Andrew's Lunch (29 November) and Christmas Lunches.

6.2 Community Awards – Thursday 4 October 2018

6.3 Children's Halloween Party – Sunday 28 October 2018

6.4 Firework Display – Sunday 4 November 2018

6.5 Remembrance Sunday – Sunday 11 November 2018

To consider an additional hymn and inclusion of 'In Flanders' Field' in the order of service.

6.6 Christmas Lights Switch On – Sunday 2 December 2018

6.7 Children's Christmas Party – Sunday 9 December 2018



- 6.8 Carol Singing – To agree dates
- 6.9 Dinner Dance – Saturday 15 December 2018
To consider catering arrangements for the event.
- 6.10 Twixmas – Friday 28 December 2018
- 6.11 Pantomime 2019 – Sunday 13 January 2019
- 6.12 Burns Lunch – Sunday 27 January 2019

- 7. **EVENTS 2019**
To consider the events schedule for 2019, potential new events and budget allocation.

- 8. **FIREWORK TENDER**
To receive submissions for the firework displays in 2018, 2019 & 2020.

- 9. **OPEN MIC**
To discuss the future of this event.

- 10. **PARISH COUNCIL CALENDAR**
To receive an update on pricing for 200 calendars (two styles).

- 11. **DATE OF NEXT MEETING**
Tuesday 13 November 2018

**LONDON COLNEY PARISH COUNCIL
MINUTES OF THE EVENTS AND COMMUNITY WORKING PARTY,
MONDAY 16 JULY 2018, 6.30PM
MORRIS RECREATION GROUND, WHITE HORSE LANE, LONDON COLNEY**

PRESENT: Cllr Malcolm McMillan (Chair), Gardner, Mortuza, Pakenham

IN ATTENDANCE: Cllr A Osborne
E Payne, Clerk
A Wingate-Martin, Events Officer
Representatives of London Colney Colts & Cougars

1. APOLOGIES

Apologies were received from Cllr Hopkins (family).

2. DECLARATION OF INTEREST

There were no declarations received.

3. MINUTES OF PREVIOUS MEETING

The minutes of the previous 15 May 2018 were approved as a true record of the meeting.

4. MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA

There were no matters arising.

5. LONDON COLNEY COLTS & COUGARS

5.1 Representatives from London Colney Colts and Cougars (LCCC) met with Councillors to discuss the feasibility of using the sports facilities at Napsbury.

5.2 Members asked questions regarding some issues that had been raised regarding line marking and goalposts. LCCC were prepared to purchase movable goal posts and additional line marking machines to facilitate any possible move. They also agreed that they would schedule their games at the beginning and end of the season to accommodate the end/start of the cricket season. Youth football does not need to use the changing facilities, just the toilets. LCCC would like to use the kitchen facilities to cook bacon rolls/teas and coffees for additional income.

5.3 They would not relinquish use of the Shenley Lane which would be used for training and for the younger teams.

5.3 It was agreed that the Clerk and Grounds Maintenance Manager would meet with a representative of Colts at Napsbury to discuss their proposals for using the site. It was **RESOLVED** that:

London Colney Parish Council support London Colney Colts & Cougars use of the sports facilities at Napsbury if there is no detriment to other users of the facilities.

6. UPDATE ON COUNCIL EVENTS HELD

6.1 Lunch Club

There had been three special lunches; The Royal Wedding on 17 May (42 attendees); Celebrity Chef on 19 June (40) and Wimbledon on 12 July (36 attendees).

6.2 **May Tennis Camps**

These tennis session had been quiet. The session for older children had been removed to concentrate on 5-12 year olds.

6.3 **Larks in the Parks – 1 July 2018**

- 6.3.1 Officers had attended the SADC debrief where the success of the event had been discussed. Officers had been disappointed with the acts supplied by SADC and this had been fed back as part of the debrief. SADC are good at supporting the event in relation to the paperwork, safety advisory group and marketing i.e. banners and leaflets.
- 6.3.2 The movies in the hall had worked well because of the weather conditions on the day. There had been lots of feedback from attendees that the weather was too hot and they weren't staying for long.
- 6.3.3 The stage company have been asked for a refund because of the technical issues that arose i.e. poor sound quality.
- 6.3.4 Members requested detailed figures of what had been raised by the raffle and bucket collections and this will be provided by email. **Action: Clerk.** It was **RESOLVED** that:

At the Council meeting on 5 September, it is proposed that a village day event is discussed.

7. **FORTHCOMING EVENTS**

7.1 **Summer Tennis Camps**

Bookings are steady. There are two weeks of sessions and a volunteer to assist the tennis coach has been arranged.

7.2 **Picnic in The Park - Sunday 12 August 2018**

11 stalls have been booked for the market. There is a social media campaign in place. Ticket sales are more than 100 online with additional sales from the office. The prosecco van has pulled out but there is still a coffee cart and ice cream vendor.

7.3 **Community Awards - Thursday 4 October 2018**

This has been well received on social media however this hasn't equated to nominations. The deadline is 31 August. Kirsta has been agreed to perform. The shortlisting process was discussed and it was **RESOLVED** that:

A panel to decide on the winners of the Community Awards is to be convened comprising of Councillors and members of the local community.

7.4 **Firework Display – Sunday 4 November**

- 7.4.1 The road closures and SAG paperwork has been submitted. The Firework Tender is being compiled and will be signed off by Cllr MacMillan. Promotion will be via social media and Verulam Radio will be approached.
- 7.4.2 The charities to receive from the bucket collections were discussed and would be: The Peace Hospice, Scouts, Women's Institute and the London Colney Mosque. Volunteers from these organisations are sought to take part in the event and shake buckets for collections.

7.5 **Children's Halloween Party – Sunday 28 October 2018**

The date has been confirmed and ticket prices were agreed at £8 per family ticket (2 adults and up to 3 children) or £2 per person.

7.6 Remembrance Sunday - Sunday 11 November 2018

7.6.1 The road closures and SAG paperwork have been submitted. Members were keen to see as many people take part in the parade as possible because of the centenary nature of the event and the parade should be opened to members of the public.

7.6.2 Councillors asked that the group who sang at the interfaith event in 2014 are asked to perform this year. **Action: Events Officer**

7.7 Christmas Lights Switch On – Sunday 2 December 2018

7.7.1 The road closures and SAG paperwork have been submitted. Members wanted more of an entrance for Father Christmas and this would be considered as part of the event. Father Christmas may need a new suit.

7.8 Children's Christmas Party – Sunday 9 December 2018

The date has been confirmed and ticket prices were agreed at £8 per family ticket (2 adults and up to 3 children) or £2 per person.

7.9 Dinner Dance - Saturday 15 December 2018

The Push has confirmed their attendance at £800. Tickets were on sale at Larks but none were sold. This will be promoted in the September newsletter.

7.10 Twixmas

7.10.1 Members were asked to reconsider the date of the event because of the logistics of food ordering for the event on Thursday 27 December. It was agreed to amend the date to Friday 28 December.

7.10.2 Leigh was unable to attend as he had subsequently checked his diary and had a previous commitment. Gary Allen would be asked to perform. **Action: Events Officer**

8. LUNCH CLUB

8.1. Members discussed future special lunch clubs and it was agreed on a Harvest Supper (Tuesday 25 September); St Andrews Day (Thursday 29 November) and Christmas lunches (Tuesday 18 & Thursday 20 December).

8.2 Members discussed the Council's aim to introduce light bite menus to increase attendance. Items like filled jacket potatoes, scampi and chips in a basket and ploughman's will be trialed.

9. NEWSLETTER

9.1 Members considered articles for inclusion in the September edition of the newsletter including:

- Consultation on St Albans Local Plan
- Voter Registration
- Base Youth Club
- Remembrance Sunday
- Hertsmere Garden Village
- Write up on Larks in the Parks
- Calendar photographs

10. PARISH CALENDAR AND CHRISTMAS CARDS

10.1 Members considered the feasibility of producing a parish council calendar. Costings are to be obtained by the Clerk for 500 calendars and the decision will be delegated to the Chairman and reported to the next meeting. Depending on the decision, an article will be included in the next newsletter seeking photographic submissions for the calendar.

11. DATE OF NEXT MEETING

4 September 2018

TENNIS CAMPS 2018

Date	Costs	Income	Variance
April - 2 weeks	£1210.00	£652.50	-£557.50
May - 1 week	£285.00	£112.50	-£172.50
July/Aug - 2 weeks	£1620.00	£855.00	-£765.00
Total cost incurred to LCPC			£1495.00
Actual Budget for year			£1052.50
Variance to budget			-£442.50

