

**BARTON - UPON - HUMBER TOWN COUNCIL**  
**MINUTES of a COMMUNITY COMMITTEE MEETING held in the**  
**THE ASSEMBLY ROOMS, QUEEN STREET, BARTON-UPON-HUMBER on**  
**MONDAY 17 JUNE 2019 - COMMENCING at 7.00 p.m.**

**Present:** Councillor B Troop (Chairman)

Councillors A Chapman, J Evison & P Vickers

**Also Present:** Councillor J Sanderson & Mrs C Clark (Deputy Town Clerk)

38. **Election of Chairman**

**Resolved** that Councillor B Troop be elected Chairman of the Community Committee for the ensuing year. Proposed by Councillor P Vickers and seconded by Councillor J Evison.

39. **Election of Vice-Chairman**

**Resolved** that Councillor A Chapman be elected Vice-Chairman of the Community Committee for the ensuing year. Proposed by Councillor P Vickers and seconded by Councillor J Evison.

40. **Apologies for Absence**

None

41. **Declarations of Interest**

None

42. **Minutes of Meeting held on the 4 March 2019**

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 6 March 2019.

43. **Matters Arising**

None

44. **Picnic in the Park – Sunday 4 August 2019**

Members were advised arrangements as discussed at the March meeting for the Picnic in the Park were being implemented; cost for entertainers etc were currently being submitted within budget. Humberside Police Events Planning Officer has been in touch through our North Lincolnshire Council ESAG application, advising if the Army Cadets attend they need to complete a Public Military Event notification (PME) or a Minor Event Notification (MEN) for the police counter terrorism. It was agreed to make the Army Cadets aware if they are able to attend they need to complete one of these forms.

North Lincolnshire Council ESAG has accepted our event application on this occasion but advise all future events we plan must have a risk assessment completed in their standard format including identifying all hazards, how harm might occur and controls etc. They also recommend that any significant hazards/risks created by providers/traders are also included and risk assessed. Following this advice all attractions will be asked to provide their own risk assessment. Taking all this advice in to consideration, it is extremely important we have someone or some organisation to replace the knowledge and expertise of ex-councillor Alan Todd, who was our designated Health and Safety Officer for both the Picnic and Christmas Festival events. Without his support we need someone with the relevant Health and Safety qualification to take all this work on board. It was agreed to contact Alan Todd to ask for his support for both events.

Councillor P Vickers offered to liaise with Barton Junior Football Club to arrange a football match with a trophy and medals presented to the winning team in memory of Councillor John Oxley. Hopefully this can become an annual event at the Picnic in the Park.

North Lincolnshire Council Family Active Communities Team has asked if they could attend to promote the benefits of physical activity, it was agreed they should attend.

**Minutes of Community Committee Meeting held on 17 June 2019, continued**

It was agreed that any outstanding picnic items should be arranged between the town council office and the committee chairman, if able to arrange within budget.  
Barton Leisure Centre to be contacted if they would like to publicise their new extension.

**Resolved that:-**

- (i) Alan Todd to be asked to assist at the Picnic in the Park and Christmas Festival and designated as Health and Safety Officer;
- (ii) All future event risk assessments to be completed in the format of North Lincolnshire Council’s standard sample;
- (iii) Councillor P Vickers to liaise with Barton Junior Football Club, with a trophy and medals arranged by the town council office;
- (iv) All outstanding items to be arranged between Councillor B Troop and the town council office.

45 . **Barton Christmas Festival – Saturday 30 November 2019**

Members were advised the Little Mix tribute act had been booked for the stage. A gazebo can be erected at the back of the stage if needed for them. All local groups on the stage would be arranged around the tribute act. An update for the Star Wars characters would be available by the next meeting.

An application has been submitted to North Lincolnshire Council for a premises licence from 9.00am – 9.00pm, with street plans. Unfortunately they have rejected it as the Public Notice in the Scunthorpe Telegraph did not display sufficient information. A new Public Notice has been submitted and the application process will recommence, unfortunately this means we have paid twice for both Public Notices which takes us over budget for this item. The remaining Christmas Festival arrangements are still to be organised.

With regard to Christmas lighting, the Christmas Lights contractor planned to install new anchor points on the High Street for the additional lights previously agreed, unfortunately North Lincolnshire Council Highways Team would not allow the work to proceed as they had not received sufficient notice. We are liaising with the contractor to sort this work.

We require someone to take on the role of Father Christmas this year?

Details for stall applications would be available around August, Councillor Troop would publicise information on various social media outlets used by the Barton Carnival group.

**Resolved that:-**

- (i) Risk Assessment for the Christmas Festival to be arranged with our Health and Safety Advisor in the suggested standard format of North Lincolnshire Council ESAG;
- (ii) It was noted further update of the Christmas Festival would be made at the 16 September 2019 Community Committee Meeting.

The Chairman, Councillor B Troop closed the meeting at 7.25p.m.

..... Chairman

3 July 2019