

BARTON - UPON - HUMBER TOWN COUNCIL
MINUTES of a COMMUNITY COMMITTEE MEETING held in the
THE ASSEMBLY ROOMS, QUEEN STREET, BARTON-UPON-HUMBER on
MONDAY 6 MARCH 2017 - COMMENCING at 7.00 p.m.

Present: Councillor A Todd (Chairman)

Councillors F Coulsey, Mr J Oxley, JP Vickers and Ms J Warton.

Also Present: Mrs C Clark (Deputy Town Clerk)

295. **Apologies for Absence**

Councillor I Welch.

296. **Declarations of Interest**

No declarations were made for this meeting.

297. **Minutes of Meeting held on the 12 December 2016**

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 4 January 2017.

298. **Matters Arising**

(a) **Formulating a Policy – The Bartonian** (Min Ref:- 208(a)/86 – CM 12/12/16)

This matter has been sorted and a protocol adopted by the town council at their 1 February council meeting. Councillor P Vickers advised the Barton Tourism Group had discussed advertising rates for out of town businesses and suggested they should be charged a higher rate. It was agreed to look at this at the Bartonian annual review in November 2017.

Resolved that consideration of higher rates charged for out of town businesses to be discussed at the Bartonian annual review in November 2017.

299. **Picnic in the Park – Sunday 6 August 2017**

Members discussed arrangements for this year's picnic, noting that Baysgarth Park had been provisionally booked for the first Sunday in August. It was agreed and

Resolved that:

- (i) Picnic in the Park to be held on Sunday 6 August 2017 in Baysgarth Park from 12 – 4pm, hire fee was £60.50 in 2016;
- (ii) ESAG (Event Safety Advisory Group) to be sent details to meet their 6 months timescale;
- (iii) Councillor A Todd to update the risk assessment;
- (iv) 1st aid cover to be organised, cost £72 in 2016;
- (v) Sponsor for children's races needed, £50 received from Co-op in 2016;
- (vi) Request Lindsey Relay provide pa system and caravan for control point;
- (vii) Request Barton Athletics Club organise children's races from under 5's to 11 plus and mums/dads race, with medal for 1st 2nd 3rd and sweet for all entrants, with a £50 donation;
- (viii) Councillor J Oxley compere the event, to contact groups for rounder's or football tournament and marking out pitch for tournament and races with North Lincolnshire Council, (£190 in 2016) and medals/ rosettes (£273 in 2016);
- (ix) Entertainment:
 - (a) Barton Town Band (£200 donation)

Minutes of Community Committee Meeting held on 6 March 2017, continued

- (b) Mr Shiney 3 Magic Shows (£265 in 2016)
- (c) Craft workshop by The Ropewalk (£150 in 2016)
- (d) Strictly Dance School (£50 donation)
- (e) Fairyland face painting with 2 people (£270 in 2016)
- (f) Earthbound Misfits Circus skills workshop (£274 in 2016)
- (g) Police Gazebo (no charge)
- (h) Barton Lions catering unit with refreshments (no charge)
- (i) Imagination Library (no charge)
- (j) Newlife Church with puppet show (£50 donation)
- (k) Army Cadets display
- (l) Pedro the Clown if sufficient budget allows;
- (x) Baysgarth Museum to be contacted to book area in front of museum where Barton town band usually play as they own this land, may be charged separate hire fee;
- (xi) Arrange an ice cream van concession;
- (xii) Distribute leaflet to all Barton primary schools;
- (xiii) Place an advert in July Bartonian;
- (xiv) All Councillors are invited to attend and help at the event;
- (xv) Use Council generator;
- (xvi) Have display boards at picnic to advertise best kept garden competition plus other town council information in conjunction with Friends of Baysgarth Park if they are interested, as agreed at 13 February Environment Meeting (Min Ref:- 274(c)(iv)/113 – ECM 13/02/17).

300. **Barton Christmas Festival – Saturday 25 November 2017**

Members discussed arrangements for this year's Christmas Festival, noting decisions agreed at the 12 December 2016 meeting to start the event at 2pm rather than midday and close at 7pm. Road closure from 8am to 10pm to allow sufficient set up and clear up time on George Street, King Street and High Street only up to Junction Square included, any stalls at Cobblers to be in their courtyard. Extra paid help to be arranged for early morning set up and evening clear up. Repairs to power box timers and lock replacements sorted, costing £1,130 +vat. Team of 6 reindeer and sleigh with handlers are booked under new contract at £2,000 until Christmas 2019 (Min Ref:- 237(g)(i)/99–F&GP 16/01/17). Christmas lights new 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).

Resolved that:

- (i) Christmas Festival to be held on Saturday 25 November 2017;
- (ii) Submit 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;
- (iii) Power supply boxes annual electrical testing to be carried out;
- (iv) Submit application to North Lincolnshire Council for premises licence from 9.00am – 9.00pm, with street plans;
- (v) Submit application to North Lincolnshire Council for a road closure from 8.00am – 10.00pm for George Street, King Street and High Street to Junction Square plus Queen Street if agreeing to incorporate Wilderspin School request;
- (vi) Submit application to North Lincolnshire Council ESAG (Event Safety Advisory Group) to check event arrangements suitable;
- (vii) Risk assessment to be updated by Councillor Alan Todd;
- (viii) Request 1st aid cover, noting £250 in budget and £500 in Earmarked Reserves;
- (ix) Submit application to North Lincolnshire Council Tourism Department for a Market Consent to have stalls in the street;
- (x) Community Parade to leave Ropewalk at 3.00pm led by reindeer. Prize money for community group

Minutes of Community Committee Meeting held on 6 March 2017, continued

parade entrants to be split equally between all entrants then no need to judge. Entry form to advise pictures will be taken for publicity. Councillor J Warton to visit community groups in Barton to encourage more entrants. Parade to also include Burnese Pennine Carter dogs pulling carts (£100 donation), Immingham ATC band (£100 donation), Ruby Twirl Stars (£50 donation) and Southbank Players. Noting the parade worked better with community groups straight after reindeer which allow the small children to keep up;

- (xi) Lantern Parade to be organised by The Ropewalk, leaving their premises at 5.00pm, noting £2,000 in entertainment budget and £1,000 in earmarked reserves;
- (xii) Request assistance leading & managing both parades from the local police, with a lead car from contractor;
- (xiii) Lights switch on by Mayor, with Carol Service organised by the Salvation Army;
- (xiv) Mayor assisted by Barton primary school pupils to switch on Christmas lights, having taken part in a picture competition for key stage 1 and 'What Makes Barton Great' for key stage 2;
- (xv) Contact Orkidz for permission to site Christmas tree on the High Street;
- (xvi) Councillor A Todd liaise with R & J Leisure regarding fair rides on King Street and George Street, with a request for older children's ride;
- (xvii) Contractor to provided stalls for craft and charity stalls (cost £9.50 per stall to hire in 2016, advised will be £10 in 2017) plus traders with own stalls. All situated on High Street, £20 deposits paid to attend, only charity stalls refunded if they attend. Labour needed to put up/take down stalls;
- (xviii) Ask Barton Chamber of Trade to organise a shop window competition;
- (xix) Hire stage (16' x 16') with pa system, lighting, generator, stage heaters and snow machine. A 3 year contract was agreed in 2015 (Min Ref:- 97(2)(i)/38 – BTC 05/08/16);
- (xx) 5,000 advertising leaflets for distribution through TIC at Waters' Edge, delivery to South Ferriby, Barrow on Humber & New Holland, plus available from Barton outlets. Produce a banner for advertising on Ferriby Road;
- (xxi) Request Viking FM attend for lights switch-on;
- (xxii) The Mayor's Party previously held in the Assembly Rooms main hall. Champ are hoping to put an event on in the hall this year, suggested using council offices as an alternative venue for Mayor;
- (xxiii) Support by North Lincolnshire Council Neighbourhood Services Team – Market Place toilets open late, extra litter bins put out, removed Christmas tree in January and streets cleaned Sunday morning;
- (xxiv) 11 security guards hired from 7.30am – 10.00pm;
- (xxv) 18 two-way radios, try for alternative supplier as reception not great from current contractor;
- (xxvi) Labour to assist with barriers & stalls;
- (xxvii) Implement road closure & erect advance warning signs including lead car for both parades;
- (xxviii) Supply of 60 barriers;
- (xxix) Supply of 4 portaloos, including a disabled loo;
- (xxx) Supply & deliver Christmas tree, new supplier better, installation more expensive, but worked very well;
- (xxxi) The entertainment to be sorted from:
 - (a) Norman Hornsby between 2 – 7pm + community parade (£240 in 2016)
 - (b) Pedro the Clown 2 x 30 minutes + community parade (£100 in 2016)
 - (c) Stage entertainment from Duck Egg Theatre (£100 donation), Castledyke Choir (£100 donation), Rushby Dance & Fitness (£100 donation) and Showers Choir (£100 donation). Salvation Army Band Carol Service at 5.30pm and Lights switch on at 6.15pm.

301. Wilderspin School – Queen Street road closure

Members were advised Wilderspin School are planning to have a mini-Victorian market in the School museum, Joseph Wright Hall and the passage between both buildings at the Christmas Festival. They would also like to have additional stalls or activities on Queen Street. It was agreed to extend the road closure application so that it ends after Wilderspin School. All business/residential properties would

Minutes of Community Committee Meeting held on 6 March 2017, continued

be consulted through the road closure application process. It was suggested they contact R & J Leisure to have their Victorian children’s ride in the street.

Resolved that Wilderspains School request for inclusion of part of Queen Street in the road closure to be accepted and trialled for the 2017 Christmas Festival.

302. **Fleetgate Light Arrangements** (Min Ref:- 223(a)/92 – BTC 04/01/17)

Members discussed the request for a scroll across Fleetgate, similar to the one at the top of George Street. It was agreed that as additional lights had been installed on Fleetgate last year, other areas of the Christmas lighting scheme should be looked at for improvements first. Councillor Todd advised he was waiting for prices from our contractor for including icicle style dropped lighting for enhancing the current lighting strings which could be added around the town system.

Resolved that a scroll on Fleetgate to be left as a future consideration and icicle style dropped lighting for enhancing the current lighting strings around the town to be discussed further when prices received.

The Chairman, Councillor A Todd closed the meeting at 8.15p.m.

..... Chairman 5 April 2017