

Minutes of the COMMUNITIES & EVENTS COMMITTEE Meeting

Held on Monday 15th March 2016 in the Council Office at 8.00pm

Cllrs # Mrs S Jefferys (SJ) – (Chairman) Ms K Bowen (KB)
 Mrs S Williams (SW) – (Vice-Chairman) Mr A Pamment (AP)
 Mrs M Heath (MH) (ex-officio) # Mr S Sproul (SS)
 Mrs T Riley (TR) (ex-officio) Mr A Hans (AH)
 # Mr W Davey (WD)

Clerk Mr John Coleman (JC)

Item Number	Minutes of the Meeting	Actions to be taken
1603/01	<u>Apologies for Absence</u> As denoted by # above	
1603/02	<u>Notification of any urgent matters</u> It was requested that the matter of the unsafe lighting columns in Tatling End needs to be placed on the next Services agenda	JC to action
1603/03	<u>Matters dealt with under urgent action since the last meeting</u> None.	
1603/04	<u>Matters arising from the distributed minutes of the Communities and Events held on 9th February 2016 not dealt with in the agenda</u> None.	
1603/05	<u>Correspondence List.</u> No requests had been made to the Clerk for copies of items on the correspondence list.	
1603/06	<u>Dementia Friendly Communities</u> MH, TR, MS and SW had attended a meeting regarding dementia. A dementia toolkit is available from Bucks County Council (Natalie Judson). JC to enquire regarding the toolkit at the SBDC Clerks Meeting on 16 th March.	JC to obtain toolkit from BCC
1603/07	<u>Denham Green Christmas Fayre</u> SJ had produced a planner for this event which was distributed to members at the meeting. It was AGREED to insert a page on what type of stalls will partake. It was suggested to have three levels of sponsorship, Gold at £1K, Silver at £500 and Bronze at £250. It was AGREED that members will bring their suggestions of items to be sponsored to the next meeting. The Gold package would be a press release, an announcement of their name on the evening and a banner. The Silver package would be their name above a stall. The Bronze package would be an advert. It was AGREED to commence marketing on the 1 st November. Mediums to be digital advertising: email, social media and website. Offline media: 'In and Around Denham' magazine, flyers and banners.	Members to suggest items to be sponsored

	It was suggested trying to get the choirs from the Village Infant School and Denham Green Academy to sing on the evening. AP suggested asking the Air Cadets to help set up the Fayre. It was AGREED that the letter to be delivered to prospective sponsors should come from the Council. JC to change the email address on the letter.	MH to ask Village school AP to contact the Air Cadets. JC to make the adjustments to the letter.
1603/08	<u>Capability Brown 300th Anniversary Event</u> AP had contacted the Morris Men regarding the event. They would be travelling from Croydon and AP wanted to know what budget would be available to offer the group. It was AGREED that AP offers the group £250.00 and feeds back to the next meeting. It was further AGREED to defer this item to the next meeting when the Co-Clerk should have feedback from Denham Place on whether or not their gardens will be available to the public.	AP to offer Morris Men £250 and feed back to members. Co-Clerk to contact Denham Place
1603/09	<u>Shakespeare 400th Anniversary Event</u> The Barn Hall Players had declined to perform for this event, however the Chiltern Theatre may be interested. It was AGREED that snippets of various plays would be preferable to one long play. It was suggested that the date for the event would be the 3rd or 4th September.	SW to contact Jamie
1603/10	<u>Advertising for Active Bucks</u> It was AGREED that the Pilates and Yoga sessions would be open to all ages but would be aimed more at the over 50s. The times would suit people that were not in work. It was AGREED to advertise by residents email, Facebook, 'In and Around Denham' magazine (in MH monthly article), and posters in doctors and dentists surgeries.	JC to contact Diane at GLL re. posters and other marketing material
1603/11	<u>Other Events</u> Jazz on the Green WD to progress the 'Jazz on the Green' event. Dates are required and acts need booking (Anne and the Doughboys/String Quartet or similar). Men in Sheds There was no available update on the Men in Sheds project. Denham Village Fayre The previous minutes (FEB 2016) had been corrected to reflect that WD and AH will help at the Village Fayre but not decide what activity the stall will promote. After discussion it was AGREED that the stall will promote the council and attract volunteers. The stall will sell standard and specialist teas (offering soya and rice milk), biscuits and gluten free products. Gather emails from visitors to the stall and enter their names in a prize draw.	JC to email WD for dates AH to produce rota for manning of the stall SW to provide a form for JC to fill out MH to look at refreshments. JC to purchase an urn from

	MH to speak to Mr Brench regarding the supply of power for the stall Queens 90th Birthday SW had contacted St Mary's church regarding older folk that may wish to attend the tea dance. The committee is trying to attract 90 people to the event. The Co Clerk to contact the Willowbank Association to ascertain their interest. AP to contact SBDC to see if they have a list of elderly folk that could be invited to the event It was AGREED that the invitation that goes out should ask if transport is required to get to and from the event. There are volunteers at the local luncheon club that help drive folks around. The Dolly Mixtures have been confirmed for the event. The new Rector at St Mary's Church is keen to get involved and would be prepared to buy and give out books at the event. It was AGREED that sandwiches, cakes etc. be purchased for the event It was AGREED that sponsorship was needed and to try to contact local restaurants and businesses for sponsorship and raffle prizes. The beacon at the Alderbourne Field off Lindsey road will need to be lit on the Queen's Birthday. Co-Clerk to look at	Costco. MH speak to DB re power SW to contact R Lines Co Clerk to contact Willowbank Assoc. AP to contact K Tumber at SBDC MH to look at refreshments SW to contact local businesses for raffle prizes & Anchor Trust for sponsorship Co Clerk to look at lighting beacon
1603/12	<u>Christmas Lights 2016</u> SJ has contacted the wreaths supplier and offered £1K for the Christmas 2015 wreaths, there has been no reply to date.	
1603/13	<u>Website Update</u> Progress on the new website was no further forward. The Co Clerk had presented a report with options to the members for consideration. The members AGREED that option 2 would be preferable if the current status remains unaltered.	Co Clerk to obtain reference for option 2
1603/14	<u>Residents Survey</u> With the amount of activity in progress at present, it was AGREED to defer this item until further notice.	

1603/15	<u>Fields in Trust Day at Tatling End</u> It has been suggested that a sports day for kids be organized at this play area. Field in Trust will provide support for the event. Cllr Newby (JN) to be contacted to see if there would be sufficient interest in the event and if the Tatling End Residents Association thinks it is a good idea and would help coordinate the event along with the Parish Council. Proceeds from the event would go towards replacement play equipment for the Tatling End Play Area.	JC to contact JN regarding this event
1603/16	<u>Any Other Matters agreed under item 1603/02 above</u> It was AGREED to take down the old Facebook page JC to contact the Youth Support Group at BCC	Co Clerk to action JC to contact youth group
1603/17	<u>Date of Next Meeting</u> It was confirmed that the next scheduled meeting will be held on Tuesday 12th April 2016 at 8pm in the Council Office.	
	<u>The meeting closed at 10.20pm</u>	

John Coleman
Clerk