

MINUTES of Haxby Town Council Carnival Committee Meeting held on Thursday 10 May 2018, in the Memorial Hall, Haxby, at 7.30 pm.

PRESENT Cllr M Preston (Chairman) Cllr M Crawford
Mr M Scott (Clerk) Mrs J Bell (Deputy Clerk)

APOLOGIES FOR ABSENCE

1. Apologies were received from Stephen O'callaghan from the Kraken Design Agency.

DECLARATION OF INTEREST

2. None.

MINUTES

3. **RESOLVED that the minutes of the last meeting held on 8 March 2018 be signed as a true and accurate record.**

HAXBY CARNIVAL – 14 JULY 2018

4. Actions for Carnival 2018:-

Cllr M Crawford

- To place an article in the Summer Town Crier regarding stalls.
- To advertise the Carnival in the Summer Town Crier giving times of arena and stage performances and ensure the newsletter is printed and delivered before the carnival takes place.
- To invite Tom Feetenby to come along to June Carnival Committee meeting.
- To speak to Bella's dance group regarding the fancy dress competition and ask if they would like to book a stall.

Cllr M Preston

- To speak to Head Teachers at the local primary schools regarding the fancy dress competition.
- To await a reply from Ruby's dance group regarding the fancy dress competition and ask if they would like to book a stall.
- To contact the City of York Council regarding road closure signs and traffic cones and to also provide them with the car registration number of the vehicle to be used to collect them.
- To put up bunting on the hitching rails on the morning of the carnival.

Clerk

- To continue work with Cllr M Crawford to apply for a City of York Council Ward Grant for the cost of the City of York Pipe Band.
- To ask at the June Full Council meeting for helpers on the day.

Deputy Clerk

- To await an amended version of the events programme, the carnival poster and the fancy dress notices from Kraken Design Agency.
- To ask Kraken Design Agency if they will put a link regarding the Haxby Carnival on the Town Council website.
- To await a reply from The Haxby Shotokan Karate Club regarding the procession and booking a stall
- To collect the donation of £100.00 from Haxby Sports Bar prior to the Carnival taking place.
- To await a reply from Sainsbury's regarding sponsorship.
- To write to a few more businesses regarding tombola prizes.
- To await tombola prizes from businesses.
- To advertise the Carnival via Minster FM Radio
- To purchase dresses for the Carnival Queen and her two Attendants
- To await sponsorship money from The Parvin for the carnival dresses.
- To arrange for 10 litter bins for carnival day.

Sponsorship – A reply had not yet been received from Sainsbury's. Kraken Design Agency produced designs of the carnival poster, fancy dress poster and events programme and subject to an amendment these were approved. All Design and Print had declined to sponsor the carnival as they were not keen to print the posters due to the fact that they had not done the art work. The Handy Mag confirmed they would sponsor the carnival by printing the posters free of charge.

Layout of Field – An updated plan of the layout of the field was handed out at the meeting. Areas had been allocated for a rower and spin bike to be placed beside the climb wall, for the York Rescue boat to be displayed, for a large projector and PS4 football tournament game and for a vintage catering caravan.

Entertainment/Attractions – The Joseph Rowntree Vaudeville Players confirmed they would be performing excerpts from 'High School Musical'. The Shepherd Group Brass Band was no longer able to perform. 'The Renames' band was not available. The PRTY Band (York's Premier Party Band) had been booked and had confirmed they would perform. The cost for booking the Miniature Steam Railway had increased by £40.00.

Manpower – Councillors were asked at the Full Council meeting on 9 April to help on the day of the carnival. It was agreed to ask again for help at the June Full Council meeting.

Arena/Stage – JSS Audio confirmed the booking but the cost of the stage and canopy had increased by £50.00. The designs for the posters together with the programme and fancy dress flyer were produced by Kraken Design Agency. These were circulated at the meeting and approved subject to one amendment. Articles about the carnival including event timings would be published in the June and July Editions of the Handy Mag.

Procession – City of York Council the Safety Advisory Team (SAG) had approved the road closure subject to access being allowed for emergency vehicles. The Scouts confirmed they would be taking part in the procession. The Shepherd Group Brass Band would not be marching in the procession. The Mobile Library vehicle would also not be part of the procession. An amended copy of the order of the procession was handed out at the meeting. Ralph Butterfield Primary School had confirmed that the chosen Carnival Queen is Alexia Watkinson and her two Attendants are Lauren Coverdale and Abigail Sterling. Dresses for the Carnival Queen and the two Attendants had not yet been purchased but were in hand. Photographic consent forms needed to be completed by the parents of the girls. A letter had been sent to the Haxby Shotokan Karate Club inviting them to take part in the procession and to book a stall. A letter had been sent to St Mary's Church informing them of the road closure on the day of the carnival. Red, blue and white balloons had been purchased.

Stalls – Last year's stall holders had been contacted and a few had booked stalls. The face painter was no longer able to attend. Friends of The Library were interested in booking a stall but the mobile vehicle would not be coming. A vintage caravan had booked a double pitch. There were still a few pitches available.

Tombola – Letters been sent to businesses and prizes were awaited. The Deputy Clerk agreed to write to a few more businesses for prizes. The Committee discussed the need to set aside an allowance for prizes in case additional tombola prizes were needed.

FINANCIAL STATEMENT-CARNIVAL 2018 AS AT 10 MAY 2018

Details	Amount
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Receipts 1 April 2018 - 10 May 2018

Haxby Town Council 2018 Allowance	2000.00
June Montgomery - Single Pitch	10.00
Maureen Earl - Single Pitch + 1 Table	15.00

10 May 2018

Tony Dias - Double Pitch + Arena	20.00
Janet Hinde-York Rescue Boat-S Pitch+Area	10.00
Mark Fowler-Mission Magic-S Pitch BACS	10.00
Louise Chandler - D Pitch BACS	20.00
Preeti Agarwalla - S Pitch +1 Table BACS	15.00
Davis Skinner - S Pitch BACS	10.00
	<u>2110.00</u>

Payments Made 1 April 2018 - 10 May 2018

Balloons	<u>54.76</u>
	<u>54.76</u>

Balance at Start of Year 1 April 2018	751.26
Income 1 April 2018 - 10 May 2018	110.00
Haxby Town Council 2018 Allowance	<u>2000.00</u>
	<u>2861.26</u>

INCOME TOTAL

Expenditure 1 April 2018 - 10 May 2018	<u>54.76</u>
	<u>54.76</u>

EXPENDITURE TOTAL

BALANCE TOTAL 2806.50

Promised Payments for Haxby Carnival 2018

Tombola Prizes	120.00
City of York Pipe Band	500.00
Community Chorus+Generation Groove	200.00
Miniature Steam Railway	240.00
YO1 Radio	125.00
The Craft Stall - Coffee Cup Crafts	130.00
Competition Prizes	70.00
Phoenix Fusion Majorettes	100.00
Lord Mayors Own Scout Group	75.00
Vaudeville Players	250.00
The Magic Hatter	275.00
Hooks Removals	90.00
JSS Audio	1125.00
St John's Ambulance	230.00
York Bird of Prey Centre	185.00
PRTY Band	<u>100.00</u>
Total Balance	Total <u>3815.00</u>

The financial statement was circulated and received by Committee members at the meeting.

RESOLVED to approve the increased cost from £1,075.00 to £1,125.00 for the hire of the canopy and stage. To approve the increased cost from £200.00 to £240.00 for the Miniature Steam Railway. To approve the cost of £120.00 for tombola prizes but only if they were required. To approve the actual cost of £54.76 for balloons. To remove the promised payment of £160.00 allocated for carnival dresses as the cost was being met by The Parvin. To remove the promised payment of £240.00 allocated for The Shepherd Group Brass Band who is no longer able to attend.

General - An article about the carnival was due to be published in the June and July editions of the Handy Mag and the Outlook. The Handy Mag had asked if they could place a banner on the netball court fencing for the carnival and this was approved. The Haxby Carnival website had been designed by kraken Design Agency and was up and running.

DATE OF NEXT MEETING

5. The next meeting would be held on Wednesday 14 June 2018 at 7.30 pm.

There being no further business the meeting closed at 8.30 pm.

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Chairman

(These Minutes are displayed 'unsigned' and are subject to correction at the next Committee Meeting.)