

MINUTES of Haxby Town Council Carnival Committee Meeting held on Wednesday 23 January 2019, in the Memorial Hall, Haxby, at 7.30 pm.

PRESENT Cllr M Preston (Chairman) Cllr C Mulholland  
Cllr R Cousins Mrs J Bell (Deputy Clerk)

Also Present Stephen O'callaghan – Kraken Design Agency

APOLOGIES FOR ABSENCE

1. Apologies were received from Cllr M Crawford.

DECLARATION OF INTEREST

2. None

MINUTES

3. **RESOLVED that the minutes of the last meeting held on 26 November 2018 be signed as a true and accurate record.**

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4. Actions for Carnival 2019:-

**Cllr M Preston**

- To contact the City of York Council regarding road closure signs and traffic cones.
- To find a volunteer to put up the bunting on the hitching rails on the morning of the Carnival.

**Cllr C Mulholland**

- To speak to Andy Mulholland regarding Headlands Primary School children singing on stage.
- To speak to the Haxby Traders Association regarding sponsorship and support for the carnival.

**Cllr R Cousins**

- To speak to the Manager of Sainsbury's regarding sponsorship.

**Cllr M Crawford**

- To place an article in the Spring Town Crier regarding stalls.
- To place an article in the Town Crier asking members of the community to help on the day.
- To place an article in the Town Crier for an open top vintage car or horse drawn carriage for the Carnival Queen and the Two Attendants.

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### **Deputy Clerk**

- To await a reply from the Co-operative Funeralcare regarding sponsorship
- To contact The Handy Mag regarding sponsorship to print the posters and flyers
- To contact Minster FM to confirm the hosting and opening of the carnival.
- To ask Minster FM for balloons.
- To contact the City of York Council regarding road closure signs and traffic cones.
- To arrange the road closure for the procession.
- To draft a letter regarding sponsorship for Cllr R Cousans to hand to the Manager of Sainsbury's.
- To enquire about the cost of a banner for the tombola stall
- To book the Haxby Sports Bar.
- To await confirmation of booking from JSS Audio.
- To await a reply from Headlands Primary School regarding the Carnival Queen and two Attendants
- To purchase dresses for Carnival Queen and Two Attendants.
- To amend the programme of events.
- To ask the Girl Guides if they want to take over the ownership and storage of the chairs presently looked after by Piglets Adventure Farm.

### **S O'callaghan – Kraken Design Agency**

- To design the Carnival Website, posters and flyers.
- To look at the cost of purchasing 3 advanced road closure notices for A boards.
- To look into advertising the carnival through social media.

**Sponsorship** – The Parvin and The Dutch Nurseries had both agreed to sponsor the carnival. Piglets Adventure Farm confirmed they would be sponsoring the carnival by providing the tractor and trailer and also bringing the tables. They no longer want to store the chairs but have offered the use of their own plastic chairs for the tea tent. Kraken Design Agency agreed to create a Carnival website and design the posters and flyers. A letter had been sent to The Co-operative Funeralcare asking for sponsorship.

**Field** – It was agreed that the layout used for the 2018 Carnival worked well and would be used again for the next carnival. Confirmation had been received from the booking Clerk for The Memorial Hall for the use of the orange plastic chairs and from John Jeffery from Wigginton Recreation Hall for the use of the tables. Hooks removals confirmed the booking for transporting the tables and chairs to the field.

**Entertainment/Attractions** – Bookings were confirmed from the Climb Wall, Paul's Ices, York Birds of Prey, The Magic Hatter, The PRTYBand and the Joseph Rowntree Vaudeville Players. Coffee Cup Crafts had confirmed they would do the childrens craft table. The Guides confirmed they would run the tea tent again. An early draft of the programme was circulated at the meeting and required updating to include slots for Minster Fm.

**Manpower** – The Clerk was not available to help on the day. It was agreed to place an article in the Town Crier to ask members of the community to help on the day.

**Arena/Stage** – Minster FM had asked if they could host the event and the Committee agreed to this. It was also agreed to ask Minster FM to officially open the carnival. Booking confirmation was awaited from JSS Audio.

**Procession** – Minster FM would be taking part in the procession and it was agreed to ask them if they would provide the balloons for the carnival. The City of York Pipe Band confirmed the booking. The new majorette group known as the Phoenix Fusion Majorettes had been booked. A request had been made to Headlands Primary School to ask for a Carnival Queen and two Attendants. It was agreed that due to falling numbers of participants there would no longer be a fancy dress competition. It was felt that the tractor and trailer was too big to suit the current need for carrying passengers to the carnival and an alternative means of transport should be sought for the Carnival Queen and the two Attendants. Cllr M Preston would ask for a volunteer to put up the bunting on the hitching rails on the day.

**Stalls** – A few enquiries for bookings had been received. The Hogg Roast confirmed the booking. Yearsley Pool had expressed an interest providing prizes and was offered a stall. The Deputy Clerk agreed to contact Haxby Sports Bar to inform them that a donation of £100.00 would be required if they wished to have a beer tent/stand. Rosie - The Vintage Caravan was not available to come to the carnival this year.

**Tombola** – A letter of thanks had been received from Haxby Helpers and for the donation made to them by the Committee.

**Fair** - The Fair confirmed the booking but would need to be reminded nearer the day that they were not be permitted to drive their vehicles over the football pitches.

## Finance / Budget –

**FINANCIAL STATEMENT-CARNIVAL 2018 AS AT 23 JANUARY 2019**

Details	Amount
<u>Receipts 27 November 2018 - 23 January 2019</u>	
	<u>0.00</u>
<u>Payments Made 27 November 2018 - 23 January 2019</u>	
Haxby Helpers - Donation from Tombola	250.00
Flying Ducks Youth Theatre-Donat Tombola	250.00
	<u>500.00</u>
Balance at Start of Year 1 April 2018	751.26
Income 1 April 2018 - 10 May 2018	110.00
Income 11 May 2018 - 4 July 2018	410.00
Income 5 July 2018 - 26 November 2018	1429.75
Income 27 November 2018 - 23 January 2019	0.00
Haxby Town Council 2018 Allowance	2000.00
INCOME TOTAL	<u>4701.01</u>
Expenditure 1 April 2018 - 26 November 2018	54.76
Expenditure 11 May 2018 - 4 July 2018	2410.00
Expenditure 5 July 2018 - 26 November 2018	1105.00
Expenditure 27 Nov 2018 - 23 January 2019	500.00
EXPENDITURE TOTAL	<u>4079.76</u>
BALANCE TOTAL	631.25
<u>Promised Payments for Haxby Carnival 2019</u>	
City of York Pipe Band	500.00
Miniature Steam Railway	250.00
The Craft Stall - Coffee Cup Crafts	130.00
City of York Council Litter Bins	25.00
Phoenix Fusion Majorettes	100.00
Lord Mayors Own Scout Group	80.00
Vaudeville Players	200.00

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The Magic Hatter	250.00	
Carnival Dresses	160.00	
Hooks Removals	80.00	
JSS Audio	1125.00	
Balloons	60.00	
York Bird of Prey Centre	185.00	
PRTY Band	200.00	
St John's Ambulance	240.00	
Total Balance		Total <u>3585.00</u>

The financial statement as at 23 January 2019 was circulated at the meeting and approved. A resolution had been made by the Full Council on 10 December 2018 to transfer the sum of £2,000.00 to the carnival budget effective from April 2019.

**RESOLVED to approve the cost of £25.00 for the provision of litter bins from the City of York Council. To approved the reduced fee from £550 to £500 for the City of York Pipe Band. To remove the fee of £200 for an extra band which was no longer required. To remove the fee of £70 for competition prizes. To approve the reduced fee from £275 to £250 for The Magic Hatter as he was no longer providing balloon modelling but doing magic tricks instead. To approve the increased fee from £75 to £80 for the hire of the first aid tent. To approve the increased fee from £240 to £250 for the Miniature Steam Railway. To approve the cost of £80.00 for Hooks Removals to transport the tables and orange plastic chairs to and from the field.**

**General** - Booking confirmation had been received from St John's Ambulance. It was agreed that more effort should be made to advertise the carnival through social media. Two website to look at included Mumblers and also Little Vikings. It was felt that the Haxby Traders Association should be asked if they would like to become involved with the carnival and it was agreed to invite them to the next Carnival Committee meeting.

#### DATE OF NEXT MEETING

5. The next meeting would be held on Wednesday 13 March 2019 at 7.30pm in the Council Office.

There being no further business the meeting closed at 8.40 pm.

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Chairman

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

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