

MINUTES OF A MEETING OF THE HARVEST FAIR COMMITTEE
HELD IN THE GUILDHALL, HELSTON
ON THURSDAY 1ST APRIL 2010 AT 8.10 PM

Present:

Cllr. R J L Boase (in the Chair)

Cllr. N J C Devenish (Town Mayor)

Cllr. Mrs F N E Boase

Mrs R Jenkin

Cllr. Mrs V J Matthew

Cllr. J P Radford-Gaby

In attendance:

Mrs W Radford-Gaby

Officers:

Miss P J Lavelle – Assistant to the Town Clerk

539. Apologies

Apologies for absence were received from Mr and Mrs Eddy and Mr Edwards.

540. Minutes

On the proposition of Councillor Mrs Matthew, seconded by Councillor Mrs Boase, it was

RESOLVED – that the Minutes of the meeting held on 4th March 2010 be approved and signed as a true record.

541. Community Committee Member

On the proposition of Councillor Mrs Matthew, seconded by Councillor Mrs Boase, it was

RESOLVED – that Mrs W Radford-Gaby be appointed as a Community Committee Member.

Councillor Radford-Gaby declared an interest in this item and abstained from the vote.

542. Lost Children Procedure and Emergency Plan

Members considered the draft Emergency Plan for Helston Harvest Fair 2010 (circulated at the meeting) and made amendments. Mrs Radford-Gaby suggested that the Fire Brigade be notified of the event to obtain an event reference code which simplified the details required when reporting an incident. Following a brief debate it was proposed by the Mayor, seconded by Councillor Mrs Boase, and

RESOLVED – that the Emergency Plan for Helston Harvest 2010 be approved subject to the amendments discussed.

Members then considered the draft Lost Children Procedure for Helston Harvest Fair 2010 (circulated at the meeting) and agreed amendments. It was then proposed by the Mayor, seconded by Councillor Radford-Gaby, and

RESOLVED – that the Lost Children Procedure for Helston Harvest Fair 2010 be approved subject to the amendments discussed.

543. Reports and Updates

(a) Horticultural and Craft Show

The Chairman advised that a Working Party meeting had taken place and most of the editing for the Schedule had been carried out. Councillor Mrs Boase and Councillor Mrs Matthew advised that they had spoken with Mrs Eddy and had agreed to contact the businesses regarding advertising in the Schedule. The Chairman then queried if Members wished to amend the price of the advertising.

The Mayor declared a prejudicial interest and left the room at 8.29pm.

The Chairman advised that £10 had been charged for a third of a page black and white advert the previous year and £20 had been charged for a third of a page colour advert. He further advised that for larger adverts these fees were charged pro rata. Following a brief debate it was proposed by Councillor Radford-Gaby, seconded by Mrs Jenkin, and with a unanimous vote of Town Councillors present it was

RESOLVED – that the prices for the advertising remain at £10 for a third of a page in black and white and £20 for a third of a page in colour, with larger adverts being charged pro rata.

The Mayor returned to the meeting at 8.32pm.

The Chairman further advised that Councillor Thomas was obtaining a quotation from Helston Community College to print 300 Schedules. The Assistant to the Town Clerk advised that she would obtain a further quotation and requested that the Chairman also provided a written quotation for the printing of the Schedules.

(b) Carnival

The Assistant to the Town Clerk informed Members that Helston AFC had agreed to host the Carnival and advised that the Football Club had proposed a change to the Carnival Route. She further advised that she had spoken with WPC Butcher who had no objections to the change in route. On the proposition of the Mayor, seconded by Councillor Mrs Matthew, it was

RESOLVED – that the route for the Carnival be amended.

(c) Pet Show

There was no further information to report.

(d) Dog Show

The Assistant to the Town Clerk advised that she had been unable to contact Mrs Trethowan to confirm whether she was willing to act as Steward for the Companion Dog Show and if she had any suggestions for the judge. It was agreed that Mrs Jenkin would contact Mr M Cooper for suggestions for a judge.

(e) Skate Day

Councillor Mrs Matthew advised that she had discussed the situation regarding grant funding with the Assistant to the Town Clerk who had confirmed with the Town Clerk that it was acceptable for the South Kerrier Alliance to obtain the Cornwall Councillor Community grant for the Skate Day, to pay the costs incurred, and then invoice Helston Town Council for the remaining balance. It was proposed by the Mayor, seconded by Councillor Mrs Boase, and

RESOLVED – that Councillor Mrs Matthew ask the South Kerrier Alliance to submit a Cornwall Councillor Community Grant Application for the Skate Day.

(f) Fundraising

Councillor Radford-Gaby advised that he would be willing to write letters to local businesses to seek funding for Helston Harvest Fair. It was advised that several local businesses contributed to Harvest Fair by paying for an advert in the Schedule and it was suggested that they should not be contacted. Members then discussed the possibility of sponsorship for the entire event. Following a brief debate it was proposed by Councillor Radford-Gaby, seconded by Councillor Mrs Matthew, and

RESOLVED – that a letter be sent to Sainsbury's to enquire if they would be willing to sponsor Helston Harvest Fair 2010.

Councillor Mrs Boase advised that there was an opportunity to have a stall at the Farmers Market if there were enough people available to assist on the day. It was agreed that this item would be discussed further at the next Fundraising Working Party meeting.

(g) Advertising

There was no further information to report.

544. Other Matters Relating to Harvest Fair 2010

The Assistant to the Town Clerk advised that she had received the quotation from St. John Ambulance regarding first aid cover for Helston Harvest Fair but advised that she had a query regarding the information and would bring the details before Members once this had been resolved.

545. Items for the next Agenda

Councillor Radford-Gaby requested that an item be placed on the next Agenda for the Committee to receive an update on the Sponsorship of Helston Harvest Fair.

Meeting Closed at 8.51pm

Confirmed

Chairman