

MINUTES OF A MEETING OF THE HARVEST FAIR COMMITTEE
HELD IN THE GUILDHALL, HELSTON
ON THURSDAY 9TH JUNE 2010 AT 7.00PM

Present:

Cllr. R J L Boase (Town Mayor)	Cllr. M H Thomas	Mrs R Jenkin
Cllr. Mrs V J Matthew	Cllr. J P Radford-Gaby	Mr N Perry
Cllr. Mrs F N E Boase	Cllr. Mrs W A Radford-Gaby	Mr S Edwards

Officers: Miss P J Lavelle – Assistant to the Town Clerk

47. Election of Chairman and Vice-Chairman

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

RESOLVED – that Councillor J P Radford-Gaby be elected as Chairman of the Harvest Fair Committee for the year 2010/11.

Councillor J P Radford-Gaby and Councillor Mrs Radford-Gaby abstained from the vote.

Mr N Perry entered the meeting at 7.02pm.

It was further proposed by Councillor Mrs Matthew, seconded by Councillor Mrs Radford-Gaby, and

RESOLVED - that Councillor Mrs Boase be elected as Vice-Chairman for the year 2010/11.

Councillor Mrs Boase abstained from the vote.

48. Apologies

An apology for absence was received from Mrs P Eddy who had a family commitment.

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

RESOLVED – that the Apology be received and accepted.

49. Appointment of Community Committee Members

On the proposition of Councillor Thomas, seconded by the Mayor, it was unanimously

RESOLVED – that Mrs P Eddy, Mrs R Jenkin, Mr N Perry and Mr S Edwards be re-elected as Community Members of the Harvest Fair Committee.

Mr N Perry agreed to put an article in the local papers to encourage additional Community Members and it was suggested that the Street Festival Committee be invited to

have a representative on the Committee. Following a brief debate it was proposed by the Mayor, seconded by Councillor Thomas, and unanimously

RESOLVED – that the Town Council’s representative of the Street Festival Committee ask for a nominated representative on the Harvest Fair Committee.

50. Appointment of Working Parties

It was proposed by the Chairman, seconded by Councillor Mrs Boase, and

RESOLVED – that Members be appointed to Working Parties for the ensuing year as detailed below:-

- (a) **Horticultural and Craft Show Working Party**
Councillor R J L Boase, Councillor Mrs Matthew, Councillor Mrs Boase
Councillor J P Radford-Gaby and Mrs Eddy
- (b) **Carnival Working Party**
Councillor J P Radford-Gaby, Councillor Mrs Radford-Gaby and Councillor
Thomas
- (c) **Pet Show Working Party**
Councillor Mrs Radford-Gaby and Mr Perry
- (d) **Dog Show Working Party**
Councillor R J L Boase, Cllr Mrs Radford-Gaby and Mrs Jenkin
- (e) **Skate Day Working Party**
Councillor Mrs Matthew and Mr Edwards
- (f) **Fundraising Working Party**
Councillor Mrs Matthew, Councillor Mrs Boase, Councillor J P
Radford-Gaby, Mrs Eddy and Mrs Atkinson
- (g) **Advertising Working Party**
Councillor R J L Boase, Councillor Thomas and Councillor Mrs
Radford-Gaby

It was further proposed by Councillor R J L Boase, seconded by Councillor Mrs Matthew, and

RESOLVED – that the Football Club be invited to have a representative on the Carnival Working Party.

51. Minutes

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

RESOLVED – that the Minutes of the meeting held on 6th May 2010 be approved and signed as a true record.

The Chairman and Councillor Mrs Radford-Gaby abstained from the vote as they had not been present.

52. Public Participation

Mrs A Hallett expressed concern that the 48' articulated lorry used by Girl Guiding UK for their entry into the Carnival would have difficulty accessing the Football Club at the beginning and end of the event. Mrs Hallett advised that she was of the opinion that the access issues would then raise other safety issues with walkers dispersing at the conclusion of the Carnival. Members advised that the Carnival used to leave from the Football Club and expressed the opinion that the site was currently accessed by lorries although they were potentially not as large. Members suggested that Mrs Hallett contact the driver for their vehicle and request that he carry out a site visit to confirm if he could gain access to the site. The Chairman advised that more information was required from the Football Club agreed to raise the issue at a Carnival Working Party meeting with the Football Club.

53. Sponsorship of Helston Harvest Fair

The Chairman advised that he was keen to write to the local businesses to seek support for Helston Harvest Fair. Following a detailed debate, during which several companies were suggested, it was proposed by the Chairman, seconded by Councillor Mrs Matthew, and

RESOLVED – that the Chairman write letters to local businesses seeking sponsorship or raffle prizes for Helston Harvest Fair 2010.

54. Reports and Updates

(a) Horticultural and Craft Show

The Mayor advised that the Schedule was completed apart from the adverts and the front cover. He then requested pictures of the previous years event from Councillor Thomas so that he could create a design for the front cover. The Mayor further advised that he would not be printing the Schedules for the current year's event. Councillor Thomas advised that he would provide a quotation from Helston Community College. The Assistant to the Town Clerk requested a copy of the previous year's Schedule and confirmed that she would seek additional quotations.

(b) Carnival

The Chairman queried if it would be possible to increase the number of entries for the Carnival and suggested the creation of a separate category for public houses and requested that the Assistant to the Town Clerk arrange for advertising in the local papers. Mr Perry advised that he could include an article in the local paper. Councillor Mrs Radford-Gaby advised that she could produce a flyer to advertise the event and target specific organisations. It was further suggested that it would be beneficial to circulate the flyer at Helston Motor Show to encourage the participation of vintage vehicles and tractors in the Carnival. Mr Perry agreed to contact a representative for the vintage tractor rally that was being held the following week to encourage participation. The Chairman and Councillor Mrs Radford-Gaby agreed to raise the suggestions with the Football Club at the Carnival Working Party meeting.

Councillor Mrs Boase advised that the Fairy King and Queen and Carnival Queen needed to be organised for the Carnival and queried the arrangements for the Mayor's Car. The Assistant to the Town Clerk advised that she would be contacting Mr Cowl regarding the Mayor's vehicle.

(c) Pet Show

Mr Perry confirmed that the Pet Show was progressing satisfactorily.

(d) Dog Show

The Mayor queried if the number of cups to be presented was being altered and confirmed he would need to know as soon as possible about any amendments so that they could be incorporated in the Schedule. The Mayor and Mrs Jenkin agreed to hold a Dog Show Working Party meeting to discuss these changes.

Mrs Jenkin advised that a present for the judge would be required and asked if the previous year's entrants would be sent an entry form. The Assistant to the Town Clerk requested details of the addresses and trophy winners from the previous year's event and advised that she would send out the entry forms and trophy return letters when they were available.

The Assistant to the Town Clerk advised that Mrs Jenkin had provided her with a list of potential judges supplied by Mr Cooper and confirmed that she would be contacting them shortly.

(e) Skate Day

Mr Edwards queried if the first aid cover by St. John Ambulance had been finalised as he did not believe he would have space available within the skate park. The Assistant to the Town Clerk advised that the first aid cover had not yet been finalised as Members were waiting for an additional quote.

Mr Edwards raised concern with a mobile skate park being located at the Football Club on Saturday 4th September and expressed the opinion that it would detract from Skate Day. The Chairman advised that the mobile skate park would be at the Football Club as part their fun day on the day before Skate Day and confirmed they were not holding a competition but agreed to raise Mr Edwards concerns at the Carnival Working Party meeting.

Councillor Mrs Matthew advised that the grant of £150 had been signed off by Councillor Mrs Haycock and the Community Network Manager and the funds were expected to be available shortly.

Councillor Mrs Radford-Gaby queried if a licence would be required for the music at the event. The Assistant to the Town Clerk advised that she had spoken to licensing previously and they had confirmed that as the music was background music and was incidental to the event a licence was not required.

Mr Edwards advised that the event would be the same format as the previous year but confirmed that he may have to cap the numbers due to the budget available. Mr Edwards further requested that Skate Day be included on the front cover of the Schedule and asked if it would be possible to have two sets of 1st, 2nd and 3rd prize rosettes to present to the winners of the competitions. The Assistant to the Town Clerk agreed to obtain a quotation for the rosettes in addition to the rosettes required for the pet show and dog show.

(f) Fundraising

Councillor Mrs Boase advised that they had not been able to have the stall at the Farmers Market in June as no one was available to help but confirmed that it would be possible to have a stall on 7th August if Members could assist. The Chairman and Councillor Mrs Radford-Gaby and Mrs Jenkin advised that they would be able to assist and Members confirmed that they wished to have a stall at the 7th August Farmers Market.

(g) Advertising

Councillor Thomas advised that the website was still available but was in need of updating which he would do once the Schedule was finalised.

55. Other Matters Relating to Harvest Fair 2010

The Assistant to the Town Clerk advised that further to Minute No. 593/2009 she had obtained additional quotations for discharge costs for the fire extinguishers. It was proposed by Councillor Thomas, seconded by Councillor Mrs Matthew, and RESOLVED – that the quotations be deferred as a confidential item.

The Assistant to the Town Clerk informed Member's that she had been advised by Flt. Lt. Bowcutt that Helston ATC Cadets could not assist with the overnight security for the Marquee. The Assistant to the Town Clerk advised that she could obtain quotations from security companies such as those who provided security cover for the barriers on Flora Day and gave Members an indication of the cost. Following a brief debate it was proposed by Councillor Mrs Boase, seconded by Councillor Mrs Matthew, and

RESOLVED – that the Assistant to the Town Clerk write to Marshals for Cornwall to confirm if they would assist with the overnight security for the marquee in return for a donation towards their organisation.

It was further proposed by the Chairman, seconded by Councillor Thomas, and

RESOLVED – that the Assistant to the Town Clerk seek additional quotations for overnight security in the Marquee.

56. Items for the next Agenda

It was proposed by Councillor Thomas, seconded by Councillor Mrs Radford-Gaby, and

RESOLVED – that an additional Harvest Fair Committee meeting be held on Thursday 8th July at 7.00pm.

Further to Minute No. 594/2009 Councillor Thomas requested an item on the Agenda to discuss First Aid Cover and confirmed that he would contact the qualified first aiders at Helston Community College to establish whether they would be able to assist with the event.

Councillor Thomas further requested an item on the Agenda to discuss vehicle checks for the Carnival.

The Chairman requested that Members contact the Town Clerk's Office to place any additional items on the following Harvest Fair Committee Agenda.

57. Exclusion of the Press and Public

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

RESOLVED – that pursuant to the provision of the Public Bodies (Admissions to meetings) Act 1960, the press and public be excluded from the Meeting for the following item of business by reason of the confidential nature of the business to be transacted.

58. Provision of Fire Extinguishers

Further to Minute No. 593/2009 the Assistant to the Town Clerk reminded Members of the two quotations she had previously reported for the provision of fire extinguishers in the marquee and advised that she had obtained quotations from both companies for the additional costs if a fire extinguisher was discharged. Following a brief debate it was proposed by Councillor Mrs Matthew, seconded by Councillor Thomas, and with a majority vote of Town Councillors present it was

RESOLVED – that the Town Council accepted the quotation from Fire Crest Fire Protection at a cost of £40 with discharge costs of £14.50 for a water extinguisher and £18.50 for foam and powder extinguishers.

Meeting Closed at 8.42pm

Confirmed

Chairman