

**MINUTES OF A MEETING OF THE HARVEST FAIR COMMITTEE**  
**HELD IN THE GUILDHALL, HELSTON**  
**ON WEDNESDAY 11<sup>TH</sup> AUGUST 2010 AT 7.00PM**

**Present:**

Cllr. J P Radford-Gaby (in the Chair)

Cllr. Mrs V J Matthew

Cllr. M H Thomas

Mrs R Jenkin

Cllr. Mrs F N E Boase

Cllr. Mrs W A Radford-Gaby

Mrs S Hannaford

**Officers:**

Miss P J Lavelle – Assistant to the Town Clerk

The Chairman informed Members that Mr Donald Eddy, a long time supporter of Harvest Fair, had sadly passed away early that morning. Members asked the Assistant to the Town Clerk to pass on their sincere condolences.

**158. Apologies**

Apologies for absence were received from Councillor R.J.L. Boase who had a work commitment, Mr N Perry who had a family commitment and Mrs P Eddy.

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

RESOLVED – that the apologies be received and accepted.

**159. Minutes**

On the proposition of Councillor Mrs Boase, seconded by Councillor Mrs Radford-Gaby, it was

RESOLVED – that the Minutes of the meeting held on 8<sup>th</sup> July 2010 be approved and signed as a true record.

**160. Reports and Updates**

**(a) Horticultural and Craft Show**

The Assistant to the Town Clerk advised that Mrs D May had agreed to judge the Handicrafts – Art Section.

Councillor Mrs Boase advised that additional lining paper was needed for the Horticultural Show. On the proposition of the Chairman, seconded by Councillor Mrs Matthew, and with a majority vote of Town Councillors it was

RESOLVED – that the purchase of 6 rolls of lining paper be authorised at a total cost of £15.00.

Councillor Mrs Boase queried what time the marquee would be erected on Friday 3<sup>rd</sup> September 2010. The Assistant to the Town Clerk advised that it was intended that the marquee would be erected from 9am.

Councillor Mrs Matthew queried if chairs had been arranged for the marquee. The Assistant to the Town Clerk advised that they had not and confirmed that if necessary chairs could be borrowed from the Guildhall. Councillor Mrs Matthew advised that there were some chairs available in the Cattle Market Building. Following a brief

debate it was agreed that Councillor Mrs Matthew would confirm how many chairs were available in the Cattle Market Building.

The Assistant to the Town Clerk advised that further to Minute No. 116/2010 two quotations had been received for the supply of medals and plaques and the lowest quotation had been accepted from St. Austell Trophies at a cost of £80.00.

**(b) Carnival**

Mrs Hannaford confirmed the categories for the Carnival and queried if there were trophies available and enquired why they had not previously been given out. Councillor Mrs Boase advised that there were a number of trophies available for the Carnival and the Assistant to the Town Clerk confirmed that they were not given out as in previous year's prize money had been awarded for each position instead.

Mrs Hannaford detailed the format of the Carnival and confirmed that judging would be carried out by Tiffany Truscott and Hannah Stacey from Radio Cornwall. The Chairman confirmed that Mr Clotworthy had agreed to judge the vintage vehicles section. Mrs Hannaford further advised that the Football Club would be holding a fun day which would include a barbeque, demonstrations on karate and street dancing, various stalls and games. Mrs Hannaford advised that the Football Club would be carrying out a leaflet drop around local residents and businesses to make them aware of the event and to encourage participation.

The Chairman advised that he had received some complaints regarding the Carnival leaving from the football club and confirmed that no vehicles would be parking in Kellaway Parc. He further advised that banks men would be available to assist vehicles accessing the site. Mrs Hannaford confirmed that the Football Club was used as a starting point for a number of events in addition to the Carnival and the Carnival itself had previously been held there. She further advised that the fun day was an afternoon and early evening event and would not continue late into the night.

Councillor Mrs Radford-Gaby advised that many Classic Car events provided the participants with a plaque to show they had attended and queried if the same would happen for entrants in the Classic Vehicles category. Following a brief debate it was proposed by Councillor Mrs Radford-Gaby, seconded by Councillor Mrs Matthew, and

RESOLVED – that the Assistant to the Town Clerk obtain quotations for 50 Harvest Fair Carnival Plaques for approval by Councillors via e-mail.

The Assistant to the Town Clerk advised that she had written to Mr Trimble to accept his offer of assistance with the vehicle checks at the Carnival. The Assistant to the Town Clerk further advised that she had received the amended Route Marshalling Instructions from Marshals for Cornwall (circulated at the meeting) and highlighted points for Members' consideration. Following a brief debate it was proposed by the Chairman, seconded by Councillor Mrs Radford-Gaby, and

RESOLVED – that Councillor Thomas would contact Marshals for Cornwall to discuss the queries in the Route Marshalling Instructions.

The Assistant to the Town Clerk advised that she had contacted the surrounding Parish and Town Councils to encourage participation of visiting Carnival King and Queens and had received an offer of assistance from Truro Carnival as their Carnival King and Queen were unable to attend. Members expressed their appreciation for the offer of assistance and requested that the Assistant to the Town Clerk provide Truro Carnival

Committee with advance notice that the following year's Carnival would be held on Saturday 10<sup>th</sup> September 2011. The Assistant to the Town Clerk further advised that St. Keverne Carnival King & Queen hoped to be able to attend.

The Assistant to the Town Clerk confirmed that St. John Ambulance had agreed to follow the Carnival in exchange for a donation. Councillor Mrs Matthew advised that she had obtained a Community Grant from Councillor Mrs Haycock for Skate Day which included first aid cover by St. John Ambulance that was no longer required. She further advised that Councillor Mrs Haycock had confirmed that she was happy for the grant to assist with first aid cover for the Carnival. Following a brief debate it was proposed by Councillor Mrs Radford-Gaby, seconded by Councillor Mrs Boase, and with a majority vote of Town Councillors it was

RESOLVED – that St. John Ambulance be given £50 from the Cornwall Councillor Community Grant for provision of first aid cover at the Carnival.

Councillor Mrs Boase advised that she had been contacted by Helston Town Band to clarify the situation regarding donations collected by the Band during the Carnival. Following a brief debate it was proposed by the Chairman, seconded by Councillor Thomas, and with a unanimous vote of Town Councillors it was

RESOLVED – that half of the collection taken during the Carnival should be retained by Helston Town Band with the remaining half to the Harvest Fair Committee.

**(c) Pet Show**

The Assistant to the Town Clerk read a report on behalf of Mr N Perry which advised that all the trophies had been returned and also requested that the Pet Show continue to hold a small raffle. Following a brief debate it was proposed by Councillor Mrs Matthew, seconded by Councillor Mrs Radford-Gaby, and

RESOLVED – that the Pet Show be authorised to have a separate raffle and Mr Perry be given a budget of £10 for raffle prizes.

**(d) Dog Show**

Mrs R Jenkin advised that a present was required for the Dog Show judge. Following a brief debate it was proposed by Councillor Mrs Matthew, seconded by Councillor Mrs Radford-Gaby, and with a unanimous vote of Town Councillors it was

RESOLVED – that Mrs Jenkin be authorised to purchase a gift for the dog show judge up to a value of £10.

Mrs Jenkin queried if the stakes had been obtained for the Dog Show Arena. Councillor Mrs Boase advised that the stakes were to be borrowed from the Flora Day Association.

The Assistant to the Town Clerk advised that, further to Minute No. 116/2010, three quotations had been requested for the supply of rosettes for the Dog Show, Pet Show and Skate Day but only one had been received. She then confirmed the rosettes had been purchased from Mrs Tremaine at a cost of £91.80.

The Assistant to the Town Clerk confirmed that the Companion Dog Show Licence had been received from the Kennel Club.

**(e) Skate Day**

The Assistant to the Town Clerk advised that the volunteer who had agreed to provide first aid cover for the Pet Show and Skate Day on the Sunday morning was no longer available. Councillor Mrs Radford-Gaby advised that she knew five people who could assist with first aid cover. It was proposed by Councillor Thomas, seconded by Councillor Mrs Matthew, and

RESOLVED – that Councillors Thomas and Mrs Radford-Gaby liaise to arrange the first aid cover.

**(f) Fundraising**

The Chairman advised that the stall at the Farmers Market had been successful and had raised £72.50 with a large number of draw tickets also sold.

The Assistant to the Town Clerk advised that, further to Minute No. 112(f)/2010, the lottery licence had been obtained at a cost of £40.00. She further advised that Members had approved the purchase of 2000 tickets from Remmer Print at a cost of £38.00 via e-mail. The Chairman advised that he was of the opinion that approximately three quarters of the quantity originally ordered had been sold and expressed the opinion that additional tickets were required. On the proposition of the Chairman, seconded by Councillor Mrs Boase, and with a unanimous vote of Town Councillors it was

RESOLVED – that an additional 2000 tickets be ordered from Remmer Print at a total cost of £38.00.

Councillor Mrs Boase advised that the Godolphin Club had confirmed it would donate a bottle of wine for the raffle and offered the use of its function room free of charge for a fundraising event. The Chairman informed Members of the donations that had been received. Mrs Hannaford expressed the opinion that it would be beneficial to have a list of the current year's donors in the following year's Schedule.

**(g) Advertising**

The Assistant to the Town Clerk read a report from Mr N Perry which advised that he could provide two weeks free advertising for Harvest Fair in the West Briton newspaper and also confirmed that, further to Minute No. 110/2010, Members had agreed that the Advertising Working Party would liaise with Mr Perry to agree the wording.

Mrs Hannaford advised that she was producing some articles on the Harvest Fair for the Helston News & Advertiser and asked Members to let her know if there was any information that they wished her to include.

The Assistant to the Town Clerk advised that the licence for the erection of a street banner and bunting had been received.

Councillor Thomas suggested that at a future meeting Members consider the use of Face Book to advertise Harvest Fair. Members agreed that this item could be considered by the Advertising Working Party.

**Councillor Mrs Matthew left the meeting at 8.42pm**

**161. Other Matters Relating to Harvest Fair 2010**

Following a detailed debate it was proposed by Councillor Thomas, seconded by Councillor Mrs Radford-Gaby, and with a unanimous vote of Town Councillors present it was

RESOLVED – that:

- a) a trophy be awarded for ‘Best in Show’ at the Horticultural Show in memory of Donald Eddy; and
- b) the trophy be purchased at a maximum cost of £80.

Councillor Thomas reminded Members that the Committee had agreed to have a sign displayed in the marquee to indicate how the points were calculated. Councillor Mrs Boase agreed to provide Councillor Thomas with the information to enable him to produce the sign.

Further to Minute No. 113/2010, the Assistant to the Town Clerk advised that Marshals for Cornwall were unable to assist with the overnight security for the marquee and confirmed that cover had been obtained from Round the Clock Security at a cost of £12 per hour for Friday and Saturday night at a total cost of £288.00.

The Assistant to the Town Clerk further advised that Cornwall Council had been booked to transport the equipment at 12 noon on Friday 3<sup>rd</sup> September and Flambards had agreed that the Mayor could borrow a vehicle on Sunday 5<sup>th</sup> September for its return.

**162. Items for the next Agenda**

Councillor Thomas requested an item for the following Agenda to discuss inviting the fair to come back during Harvest Fair.

**Meeting Closed at 8.53pm**

**Confirmed**

**Chairman**