

GAINSBOROUGH TOWN COUNCIL

MINUTES of a MEETING of the REMEMBRANCE SUNDAY & ARMED FORCES DAY WORKING GROUP held at Richmond House, Morton Terrace, Gainsborough on Friday 5 April 2019 at 9.30am

Present:
Councillor Tim Davies (Chair)
Councillor Caz Davies
Councillor Keith Panter
Frank Charlton – Chairman of Royal British Legion (RBL)

In Attendance:
Claire Hill Town Clerk
Jessica Flowers Admin Support Officer

1. APOLOGIES FOR ABSENCE AND REASONS GIVEN

Apologies noted from Councillor Kenneth Woolley and Councillor Sally Loates.

2. MINUTES (Paper A)

- i. Minutes of the meeting of Remembrance Sunday & Armed Forces Day Working Group held Friday 1 March 2019.

RESOLVED that the Minutes of the Remembrance Sunday & Armed Forces Day Working Group meeting held on Friday 1 March 2019 be confirmed and signed as a correct record.

3. EXTERNAL FUNDING

- i. Frank Charlton noted that the RBL had decided to allocate the donation money from last year's event (£366) to be re-invested into the 2019 event, with a stipulation that £100 was to be allocated to support the Poppy Cascade in 2019.
- ii. Councillors noted the MOD Grant funding amount and the terms & conditions that are to apply going forward with the project.

4. ARMED FORCES DAY PROJECT UPDATE

Progress to date was noted and the following actions were agreed:

Councillor C Davies to:

Send office up to date details regarding timetables.

Continue to search for hay bales.

Chase up artwork for this year's poster.

Speak to Mums & Dads about reserving an advert and cost.

Book 2 x inflatables as per quotation received (£590 for 2, Including staff and insurance).

Determine the use of parking at local schools and AMP.

Confirm Re-enactors.

Councillor T Davies:

Continue to source/confirm military vehicles.

Ring Lincs Transport Museum.

To determine Bomb Disposal attendance.

Speak to Police about coning Middlefield Lane & cannon noises / explosives.

Provide stakes for Bins at the event.

Bring in 2x Banners to office.

To contact skip hire, establish price and book.

Email BBC Radio Lincolnshire.

Frank Charlton:

To take banners to Elite Signs to have dates and logo made up.

Councillor Panter:

Waiting to re-confirm Spitfire due to uncertainty.

To speak to contact for possible Stagecoach Community Bus to be present.

Officers to:

Apply for Temporary Events License in Councillor C Davies name.

Apply for PPL License.

Gain quotation for MOD Armed Forces Day 'feather' displays.

Source heavy duty bin bags for use with stakes as bins for the event.

Book Stagecoach Community Bus

5. DATE OF NEXT MEETING

Members agreed that the next meeting would be arranged for Friday 26th April 2019 at 9.30am.

Meeting concluded at: 10:26am