

WITHFEST COMMITTEE

The draft (until signed) minutes of the WithFest Committee meeting
held on 19th March 2019, at The Meridian Centre, 201 Queen Street, Withernsea.

Present: Chairman Felicity Walmsley (FW), Vice Chair Richard Harries (RH), D Megson (DM), Shaun Harrison (SH), Charlie Simon (CS), Yvonne Richards (YR), Dave Richards (DR), Abigail Armitage (AA), Graham Conner (GC), J Moxon (JM).

Public: 0

(Press: 0 Police: 0)

Abbreviations used: WTC = Withernsea Town Council, ERYC = East Riding of Yorkshire Council.

Minute	Points discussed / Agreed.	Action by.
2070.	<u>Apologies</u> – D. Edwards.	
2071.	<u>Declarations of Interest:-</u> To record declarations of pecuniary/non pecuniary interests by any member in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared. None To note dispensations given to any member, in respect of agenda items listed below. None	
2072.	<u>To consider public participation in light of provisions contained in the Local Authorities (Model Code of Conduct Order 2007 (S12007/115G)</u> None present	
2073.	<u>Confirmation of the Minutes of the meeting held on the 19th February 2019.</u> Confirmed.	
2074.	<u>Town Clerks reports and correspondence & finance update.</u> A new Facebook page has been set up temporarily – will revert when trademark matter settled. JM will do boost post when all details on. Trademark matter is with our legal team.	JM
2075.	<u>To agree security quotes.</u> Already agreed, remove from Agenda.	JM
2076.	<u>Discuss programme.</u> Already agreed. Will be required by end of April when running orders confirmed. Number to be agreed.	
2077.	<u>Reports/updates from teams:</u>	
a.	Acoustic & spoken word stage	
(i)	Full running order will be confirmed for next meeting. RH to catch up with JM re photos on website.	JM/RH
(ii)	East Riding Arts has confirmed a grant of £500.	
(iii)	Tesco bid – confirmation awaited.	
b.	Main stage concert & security	
(i)	Almost there with bands – headliner to get sorted for Friday – Sunday is complete, couple more to sort for Saturday. GC has plenty of contacts and will confirm running order as soon as possible. Planet Duran headlining Saturday, David Bovee (Les Holdstock) Sunday.	GC
(ii)	YR/AA have been in touch with Ruby Reds – they’re willing to bring Ruby Red Tots, Tap dance class and musical theatre – YR to liaise with GC re booking.	YR/AA/ GC
(iii)	JM to contact the bars – own security will be needed. JM will go & see Chrissy.	JM

c.	Bike Fest Team	
(i)	Ride of honour not coming. GC suggested contacting Al Coates re ride through. Also Gary Chambers /MAG, Goldwing Club & Jamie at Hardware re scooters.	YR/AA
(ii)	Bike type stalls need to be chased up.	YR/AA
d.	Sponsorship/revenue.	
(i)	Going well, still more to come in FW still visiting.	
(ii)	JM will do figures for next meeting (full finance report & update on stall numbers/campers.	JM JM/FW/GC
(iii)	Bigger ones need chasing up.	
(iv)	FW to look into sponsorship collected from Bengal Lancer.	FW
(v)	Quiz booked in Spread Eagle in May, date tbc – needs promoting.	FW/JM
(vi)	Car wash at Tesco with firemen – FW will get provisional date, late April? Will need promoting.	FW
e.	Marketing & advertising. All.	
(i)	10,000 flyers on their way. To be distributed wherever possible. ALL to take them. Posters later	ALL
(ii)	Facebook boosts to do.	
(iii)	Website being updated as we speak	
(iv)	HDM/KCFM are publicizing the event. Other media sources to be contacted shortly.	
2078.	<u>Any other member reports</u>	
(i)	FW taken contact details for John Hudghton – to give to Rev. Martin Faulkner to liaise re biker church.	FW
(ii)	M Faulkner to collect booking form for church stall on Memorial Gardens.	JM
(iii)	Camping – bookings coming in - discussions needed with Simon Vann, Withernsea Scout Leader – Charlie/Shawn to ask him to attend next meeting.	CS/SH
(iv)	RH will chase up Gertie re POI etc.	RH/JM
(v)	JM to chase up HDM re contacts for performers etc.	JM
(vi)	Bins sorted with ERYC – will still need some additional ones out.	
(vii)	Silent disco booked. Info sent to DR who will look after it & do playlists CS/SH will help. Charges to be discussed on next agenda.	DR/JM
(viii)	Toilets – Addplant price agreed £655 + VAT. 6 units + 1 disabled (at campsite), delivered 1 st Aug – collected 5 th August. Some to campsite – some to rear of Meridian centre – numbers in which location to be discussed later.	JM
(ix)	Dan to chase up fireworkers – they’re not responding to JM emails. Need price for short display Sunday night & a ‘25’.	DM/JM
(x)	JM to ask L Healing to see Castle Cafe.	JM
(xi)	JM will see Sunshine Caf.	JM
(xii)	GC will see James Kirkwood/The Butchers/Sand Le Mere & The Alexandra – rooms/food package? Accommodation will also be needed for KCFM presenter.	GC
(xiii)	Street collection license to sort.	JM
(xiv)	Road closures to sort (JM/GC) liaise with Team Orange.	JM/GC
(xv)	Event plan to start – site plan to sort when all stalls booked.	JM
	<u>Date of next meeting.</u> 16 th April 2019. Meeting closed.	