

PETERLEE TOWN COUNCIL

MINUTES OF A MEETING OF THE PETERLEE SHOW
COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL,
PETERLEE

ON THURSDAY 26TH MARCH 2009

PRESENT: Coun. R Kyle (CHAIR)

Mesdames: M Milsom

Messrs: W M Jeffrey, H Bennett MBE,
R Curtis, J Alvey, R Jones, D Langan,
D Milsom & C J Metcalfe

Representatives:

| | |
|-----------------|-------------------------|
| Miss D Coates | Arts & Crafts |
| Mr A Pennell | St. John Ambulance |
| Mr A Williams | Peterlee Radio Club |
| Mr W Wilson | Peterlee Camcorder Club |
| Mr S Walton | Peterlee Round Table |
| Catherine Raine | Hays Travel |
| Helen Taylor | Hays Travel |

**MEMBERS WERE REMINDED OF THE NEED TO
DISCLOSE ANY INTEREST PREDJUDICIAL OR
PERSONAL IN ACCORDANCE WITH THE CODE OF
CONDUCT.**

1. APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors:-
M Cartwright, J I Measor, E W Hall, G Cowie, C Robbins, Mr A
Armstrong, Mrs L Davison and Mrs V Price.

2. SUN FM PROPOSALS FOR 2009 SHOW

The Chairman welcomed Leanne Coatman from SUN FM to the meeting who gave a breakdown on the proposed schedule for the 2009 Show with costings, a copy of which had been circulated to Members.

Sun FM proposed to run the same campaign as last year, with one slight change, they would supply a mainline presenter (proposed Simon Grundy subject to availability) to host the main stage on Saturday night.

They would run the Battle of the Bands for the four weeks prior to the Show, this would be carried out both on air and online, as last year.

They would supply a self-contained road show rig including a presenter and promotional crew. The package would incorporate a heavy weight on air promotional campaign comprising of a combination of live presenter reads and pre recorded promotional trailers.

RECOMMENDED that Sun FM be engaged to run the proposed campaign, at a total cost of £7,750 plus V.A.T.

3. THE MINUTES OF THE LAST MEETING, a copy of which had been circulated to each Member, were adopted.

4. THE SHOW CO-ORDINATOR'S PROGRESS REPORT a copy of which had been circulated to Members, details of which included:-

a) Invites to Attend

The Show Organiser advised that she had sent invitations to the Army, Navy, Police and Fire Service to make them aware of the dates for 2009, confirmation was awaited. The Extrication Competition was to be held at Aycliffe but they confirmed they would do a demonstration at the Show.

RECOMMENDED that the information given, be noted.

b) Voluntary Marquee

Consideration was given as to the prices being maintained at the 2008 prices, due to the economic situation.

RECOMMENDED that the prices for the voluntary and arts and crafts remain the same as 2008.

c) Dog Show

The license application had been sent out to the Kennel Club and the Organiser had written to Companies for donations/prizes for the Competition, replies were awaited.

RECOMMENDED that the information given, be noted.

d) Fairground

The Co-ordinator advised that she had met with Darren Noble to discuss this year's provision for the Show.

Councillor Alvey suggested investigations be made as to the provision of free fairground rides for the disabled and disadvantaged youngsters in Peterlee on the Friday afternoon.

RECOMMENDED that:-

- i) **the Co-Ordinator prepare a list of Do's and Do Not's for the 2009 Show, a copy to be forwarded to Colin and Darren Noble**
- ii) **the fee be increased by 3.6%**
- iii) **the Co-Ordinator make investigations as to the possibility of the free rides for the Friday afternoon**

e) Tenders

Letters had been sent to companies inviting them to quote for supplying skips and ice-cream concessions.

Confirmation of orders, agreed upon at the last meeting, had been sent to providers of items. Letters to inform companies that they had been unsuccessful in their quotations had also been sent out.

RECOMMENDED that the information given, be noted.

5. INDIVIDUAL EVENTS ORGANISER'S VERBAL
PROGRESS REPORTS

a) Round Table

The Representative advised that there were no problems, he had received the first advert for the programme.

RECOMMENDED that the information given, be noted.

b) Arts & Crafts

The Organiser advised that the schedules for the Open Show would be ready next week.

RECOMMENDED that the information given, be noted.

b) St. John Ambulance

The Representative advised that there were no problems, consideration was being given as to the location of the ambulance.

RECOMMENDED that the information given, be noted.

d) Radio Club

The Representative advised that there were no problems.

RECOMMENDED that the information given, be noted.

e) Camcorder Club

The Representative advised that there were no problems.

RECOMMENDED that the information given, be noted.

f) Hays Travel

The Representatives advised that they had been in liaison with Violet Price regarding the Dog Show. They were awaiting outcome from Head Office and hopefully would be able to update Members at the next meeting.

RECOMMENDED that the information given, be noted.

6. RESOLUTION TO EXCLUDE THE PRESS & PUBLIC
IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS TO BE DISCUSSED, THE COMMITTEE PASSED THE FORMAL RESOLUTION TO EXCLUDE THE PRESS & PUBLIC FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1961 & THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

7. SHOW CO-ORDINATOR'S REPORT

a) TRAFFIC MANAGEMENT

Quotations were requested from 8 companies. Detailed below are the quotations received;

Company A – £1375.00

Company B – £1670.00

Company C – £2050.00

Company D – £4257.00

RECOMMENDED that the quotation from Company A, Amber Traffic Management from Blyth, in the sum of £1375.00 excluding vat be accepted.

b) CATERING

Coffee and Doughnuts

Quotations were requested from 2 companies. Detailed below is the quotation received in which the trader has asked for popcorn to be included within his submitted price.

Company A – £300.00

RECOMMENDED that the quotation from Company A, Dutch Doughnut Company from Tudhoe, in the sum of £300.00 be accepted.

Food only Concessions

Quotations were requested from 12 companies. Detailed below are the quotations received;

Company A – £1200.00

Company B – £750.00

RECOMMENDED that the quotation from Company A, N & J Catering from Hetton, in the sum of £1,200.00, and the quotation from Company B, Kay's Kitchen from Bradford in the sum of £750.00, be accepted.

Specialty Food Only Concessions

Quotations were requested from 4 companies. Detailed below are the quotations received;

Company A - £600.00 (Angus Steak Bar)

RECOMMENDED that this item be deferred until the Co-Ordinator obtained additional quotations.

Sweets

Quotations were requested from 2 companies. Detailed below are the quotations received;

Company A – £285.00

RECOMMENDED that this item be deferred until the Co-Ordinator obtained additional quotations.

Smoothie's

Quotations were requested from 2 companies. Detailed below are the quotations received;

Company A – £65.00

RECOMMENDED that this item be deferred until the Co-Ordinator obtained additional quotations.

TOILETS.

Quotations were requested from 5 companies. Detailed below are the quotations received;

Company A – £1552.50

Company B – £2558.75

RECOMMENDED that the quotation from Company A, Teesdale Event & Site Service from Barnard Castle, in the sum of £1,552.50 excluding vat be accepted.

c) STAGE, STAGE LIGHTING/PA & GENERATORS
/LIGHTING

To try and achieve the economies of scale the Co-Ordinator had sought quotations for the supply of the above services both individually and collectively as follows, Stage (5 companies), Stage lighting & PA (4 companies), Generators & lighting (7 companies). Details of the quotations had been given to Members for consideration.

RECOMMENDED that the quotation from Company A, New York Productions from Sunderland, in the sum of £9,162.00 excluding vat be accepted as this company are the only one to provide an electrician on site over the 2 days and is giving 10% discount on total cost if awarded all of this work.

d) BANDS

The Co-Ordinator gave suggestions for the programme for the main stage for the Saturday night of the Show. The programme would be a mixture of both local bands and agency bands booked directly by the Town Council, following recommendations from various sources.

RECOMMENDED that the following programme be agreed for the Saturday evening:-

Church Service

**High School Musical – at a cost of £800.00 with The Dixon Agency
Central Park – local Band at a cost of £600.00 performing for one hour**

The Arrival – local Band at a cost of £300.00 performing for one hour

Take That Tribute – there were 3 variations/prices of this Band, the Co-Ordinator be given authority to book the most appropriate act in consultation with the Chairman and Vice-Chairman of this Committee after having listened to their play lists.

FURTHER RECOMMENDED that the Co-Ordinator make investigations as to the availability of the local band ‘The Note’ to also perform on the Saturday evening, with a suggested price range of £200 – 250.00.

e) MAIN ARENA

Given below for Members consideration is a list of attractions for the Main Arena for the Saturday & Sunday afternoons of the show. There is a mixture of entertainment which can be booked directly by the Town Council and through outdoor entertainment agencies.

All to perform two x 25-30 minutes acts on both days.

RECOMMENDED that the following acts be booked:-

i) Flyin Ryan - a motorcycle stunt show performing freestyle tricks over ramps and cars, comedy stunts on mini bikes, wheelie stand ups and for his finale uses pyrotechnic charges to create a ball of flame that bursts into life as he and his motorcycle jump through. At a cost of £2,090.00 for the two days and £150.00 travel.

ii) English Mongrels - A lovely family show. Jim and Edna with their 3 rescue dogs, 2 x 20 min displays and the audience just love them. A great hit at the prestigious Sandringham Flower Show. At a cost of £1,095.00 for the two days.

iii) John Evans - John has 32 Guinness World Records and travels the world performing his unbelievable unique feats. At a cost are of £1,800.00 and £100.00 travel costs.

f) SPONSORSHIP/DONATIONS

A donation of £100.00 has been given by Councillor Mrs Susan McDonnell towards the Horticultural Show. The Organiser was currently in discussions with a number of other companies regarding sponsorship.

RECOMMENDED that the information given, be noted.