

**RINGWOOD FESTIVAL STEERING COMMITTEE
MINUTES OF MEETING HELD ON
MONDAY 30 JUNE 2008
6.00 PM AT GREENWAYS**

PRESENT: Cllr B Terry (Chairman), Cllr J Terry, Cllr C Ford, Cllr N Chard, Cliff Polton, Jeff Wickens, Peter Alvis

IN ATTENDANCE: Steven Simpson, Lisa Fletcher, Terry Simpson, Town Clerk, Sue Godwin, P A to the Town Clerk and Mrs L Wickens.

APOLOGIES: Kevin Morrison, Sean Aita, Chris Lockyer, Norman Light

PREVIOUS MEETING: Minutes of 2nd June agreed.

MATTERS ARISING: To be taken with agenda items.

FINANCIAL REPORT AND STATEMENT

The Financial Statements, prepared by the Finance Manager, were circulated and discussed. It was noted that the figures indicated that, providing anticipated income was achieved, a surplus would be available to distribute to charities.

Cliff Polton circulated the BPCGP Financial Statement as at 26th June 2008. It was noted sponsorship money to date totalled £12,525.37. (Copy of Financial Statement attached). Cliff confirmed that after costs for the event, a 50/50 split of the remainder would be made in line with the original arrangements.

PROGRAMME FOR 2008

Friday 4th July – evening

Fashion Show at Ringwood School

Jacqui reported that the support for the event was very disappointing, as only 9 tickets had been sold to date. A suggestion was made to offer complimentary tickets – Sue agreed to take ten to the Recreation Centre. Forest FM were doing interview on Tuesday 3 July, also an article would be printed in The Echo. Since sponsorship money has exceeded the cost of holding the event, it would now be possible to provide free entry in line with the arrangements for a number of other events at the Festival. Agreed that free entry be provided for the Fashion Show.

ACTION Jacqui Terry/Sue Godwin
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Sunday 6th July – afternoon

Cavalcade of Transport through the town

Terry gave an updated report. Advised meeting that due to travellers being on Avon Country Park, the organisers Wessex Transport had been advised to find an alternative venue. It was stressed that this is not Ringwood Town's event, although we had suggested various other venues they could contact. If the Festival of Transport was cancelled, the Ringwood Festival would lose the Cavalcade of Transport on 6th July.

Friday 11th July

Golf Tournament at Moors Valley

Terry reported that he was expecting around 50 participants. The Hoburn Holiday bids would be announced at this event and at the Fashion Show.

ACTION Terry Simpson/Jacqui Terry

Friday 11th July – evening

Swing Fever – Jazz Concert at the Meeting House

Jeff reported that the Meeting House was prepared for the event and sales of tickets would need to be pushed.

ACTION Jeff Wickens

Saturday 12th July 10 am to 4 pm

Festival Day

It was noted that parking tickets for organisers had been received from the District Council. Clive Wentworth would be collecting the police cones at 11.30 pm on Friday evening. Radio Original 106 had offered to attend the Market Place on Festival Day. Brian Terry had meeting lined up with the Town Criers to finalise the routes. Nothing to report re catering outlets, except that it was noted that two outlets may be required on the Bickerley in the evening, due to the numbers expected to attend Ringwood Rocks.

ACTION Brian Terry/Jeff Wickens/Clive Wentworth
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Saturday 12th July – evening

Classical Concert in Parish Church

Posters had now been distributed. Christine reported ticket sales were slow at present. Christine had organised gifts for the orchestra and soloist.

ACTION Christine Ford

Ringwood Rocks!

Pete reported that he had received a lot of enquiries from bands wishing to participate in the concert, however we have a full quota for this year, so their details were taken and they were invited to come along to spectate, with a possible view to entering next year. Pete had posters printed with samples to show Committee. He also stated that there would be an advert in The Guardian and Ringwood & Fordingbridge News and, in addition, 2CR radio would be attending the event from 8 – 10 pm to do a live broadcast. It was noted that the stage company would be at The Bickerley on Thursday 10th July evening and two of their people would remain overnight. Sue to notify local police of this. Sue confirmed that bins for The Bickerley were being organised. Terry to confirm with Clive that the grass will be cut.

ACTION Peter Alvis/Sue Godwin /Clive Wentworth

Sunday 13th July – 10 am to 1 pm

Football Tournament

Steve reported that four teams for under 6's had been arranged, and a referee booked. Steve to drop trophies off at 'Greenways' in order to arrange for new wording and centres to be applied. It was agreed that Jenny & Phil Critchlow would be approached with regard to opening up the tennis pavilion for refreshments. Brian Terry agreed to present trophies.

ACTION Steve Simpson/Sue Godwin
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Sunday 13th July – afternoon*British Pedal Car Grand Prix*

Cliff gave meeting an update. He reported that a grand total of 37 articles had been printed to date advertising the event and 3 photo shoots were organised for Friday. An invoice for £40 had been presented to Ringwood Town Council for 'No overtaking' signs. An overflow car park was being sought – it was suggested that Parkside industrial park be approached. Wave 105 would attend event. It was suggested that should the pedal car event go ahead for 2010, many large companies put budgets out 18 months prior, therefore it would be sensible to begin requests for sponsorship soon after this year's event. Terry stated there appeared to have been some duplication between the Pedal Car and Carnival in seeking sponsorship from local firms. As Pedal Car had made the first approach this year, Carnival were finding greater difficulty with sponsorship. Since the Festival and Carnival were both aiming to provide events for the community, it was important to enhance liaison arrangements between the two organisations. He suggested that Carnival should be invited to appoint representatives to serve on Festival Committee to achieve this aim. Cliff indicated that his team were not aware that they had approached former Carnival sponsors and agreed that every effort should be made to avoid this in the future. Once Council and Committee have agreed to proceed with Pedal Car Grand Prix for 2010, Ringwood Town Council would deal with road closures and insurance administration providing the BPCGP continue to be an integral part of the Festival.

Brian Terry suggested it would be better in future to produce one article advertising all the Festival events, including the Grand Prix. Jeff Wickens proposed that the BPCGP be asked to participate in 2010, Cliff replied in the affirmative subject to insurance and road closure administration being taken care of by Ringwood Town Council. A 64 page programme will be available by the 4th/5th July at a cost of £1.

ACTION	Cliff Polton
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PROGRAMME AND PUBLICITY

Jeff reported that programmes and posters had been distributed to many venues in and around Ringwood. Large posters still needed to be ordered from Classic Graphics advertising the main events.

ACTION	Sue Godwin
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Any other Business

Steve requested the key for tennis courts..

Date of Next Meeting

This to be advised, but would be a Monday evening, following all receipts etc being received and tied up.