

**RINGWOOD FESTIVAL STEERING COMMITTEE  
MINUTES OF MEETING HELD ON  
MONDAY 2 JUNE 2008  
6.00 PM AT GREENWAYS**

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

IN ATTENDANCE: Kevin Morrison, Terry Simpson, Town Clerk, Sue Godwin, P A to the Town Clerk and Mrs L Wickens.

APOLOGIES: Cllr B Charlton, Anne Osborne, Sean Aita, Steve Simpson, Chris Lockyer

PREVIOUS MEETING: Minutes of 6<sup>th</sup> May 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 AGREED that the contents of the report be noted and that every effort be made to maximise the income from both the BPCGP and the other Festival events. (Copy of Financial Statement attached, Appendix 1).

Cliff Polton circulated the BPCGP Financial Statement as at 30<sup>th</sup> May 2008. It was noted sponsorship money to date totalled £7,385.37. (Copy of Financial Statement attached). Cliff emphasised that sponsors were being offered advertising in return for sponsorship.

**PROGRAMME FOR 2008**

**Friday 4<sup>th</sup> July – evening**

*Fashion Show at Ringwood School*

Jacqui had now received sponsorship of £25 from Travis Perkins, and £200 from Raymond Brown, and £100 from Elliotts would be forthcoming. Also, many raffle prizes had been donated. Belinda's are supplying a cake with Logo – it was suggested that this may be focus for photographs. Jacqui reported that posters and flyers for the event were ready and tickets had been printed and she was also pleased to report a carpet had been donated to use on catwalk at show. The school PTA had offered help on the evening. Refreshments being organised.

<b>ACTION</b> Jacqui Terry
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**Sunday 6<sup>th</sup> July – afternoon**

*Cavalcade of Transport through the town*  
Proceeding as planned.

**Friday 23<sup>rd</sup> May and Friday 11<sup>th</sup> July morning/lunchtime**

*Golf Tournaments at Moors Valley*

Terry reported that the Danny Cracknell Memorial Golf day on 23<sup>rd</sup> May had been enjoyed by all participants and had raised £780. A recommendation to give Salisbury Palliative Care £280 was proposed and seconded. Arrangements on-going for event on Friday 11<sup>th</sup> July.

<b>ACTION</b> Terry Simpson
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**Friday 11<sup>th</sup> July**

Belinda had sent a report that a French Market would be running in The Furlong during the day. It was noted that it would now be too late to include this in the Festival publicity. The Chairman agreed to speak to Belinda so that any such events could be brought forward earlier and incorporated in the overall programme of events.

**ACTION Brian Terry**

**Friday 11<sup>th</sup> July – evening**

*Swing Fever – Jazz Concert at the Meeting House*

Arrangements ongoing.

**ACTION Jeff Wickens**

**Saturday 12<sup>th</sup> July 10 am to 4 pm**

*Festival Day*

Lyn reported that a large number of entrants had been received.

Brian reported that the Town Crier of West Moors will also join in the morning demonstrations and will be happy to accept any wording we would like to express. It was suggested that the Town Criers circulate around the town and, although not a competition, members of the public could register their interest if desired. Jeff requested times involved, in order that he could organise the rest of the programme around this.

Brian confirmed catering arrangements were in hand – one outlet would be in the Market Place and one outlet near the Tourist Information Centre, the latter would then move to The Bickerley in the evening.

Sue reported that Chris Edwards, Head Teacher of Ringwood School, had kindly agreed to judge, along with Cllr Jacqueline Terry, the Concours D'Elegance, time confirmed would be 10.45 am.

Kevin Morrison reported that rescue demonstrations by fire fighters will run throughout the day.

Barriers and cones were discussed. Jeff advised signs regarding road closures would be required again this year and suggested these be put out earlier this year. Kevin stated that the fire fighters will help with putting barriers up at 7 am and take them down around 4 pm and move to Bickerley. Jeff requested use of truck, Terry confirmed this would be available.

**ACTION Brian Terry/Jeff Wickens**

**Saturday 12<sup>th</sup> July – evening**

*Classical Concert in Parish Church*

Anne to be contacted re posters for concert. Christine advised that Grayfriars already have tickets for sale and she would take some to the Light House.

<b>ACTION</b> Christine Ford / Anne Osborne / Sue Godwin
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*Ringwood Rocks!*

Pete reported that bands, all Ringwood based, are regularly rehearsing and one of the band members has offered to organise the advertising. Pete stated Donaldson & Ross were donating £250 and Air Time Mobile phone shop donating £200 towards this event. Terry requested information re this event to be forwarded for Ringwood Town website.

Pete also stated that The Echo and Wave 105 have been asked to attend event. Also, a letter had been sent to Take That member Howard Donald requesting an appearance at the event.

<b>ACTION</b> Peter Alvis
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**Sunday 13<sup>th</sup> July – 10 am to 1 pm**

*Football Tournament*

Steve Simpson sent a written report that preparation was going well, with four out of five places allocated now booked. Trophies had also been organised for the winners and runners up. Steve requested that we arrange for Ringwood Town Logo badges.

<b>ACTION</b> Sue Godwin
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**Sunday 13<sup>th</sup> July – afternoon**

*British Pedal Car Grand Prix*

The BPCGP website was now linked to the Ringwood Town Council's websites. Cliff reported that the event was being widely advertised, including the Bournemouth Echo, and produced various publications. Local shops would be approached to display posters of event in their shop fronts and in return would be offered advertising. Cliff advised that a t.v. programme about Ringwood and the pedal car racing is in the pipeline to be made. Terry asked Cliff if the commentator at the event could publicise the Hoburn holiday auction.

<b>ACTION</b> Cliff Polton
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**PROGRAMME AND PUBLICITY**

It was agreed to check with Hampshire Printing when the programmes would be available. It was agreed that the distribution of the programmes would provide sufficient advertising of times and events, as full programme information included inside. Brian offered to take programmes to Hoburn Holiday Park. Lyn suggested we give some to the Tourist Information Centre at Lyndhurst. The posters were already done and presented to the Committee, it was felt that they should not be displayed too soon prior to the Festival.

<b>ACTION</b> Brian Terry/Lyn Wickens
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**Any other Business**

Kevin stated that Ringwood Judo Club displays will take place around lunch time in the Market Place on Festival Day.

**Date of Next Meeting**

**MONDAY 30th JUNE 2008, 6.00 PM AT GREENWAYS**

Apologies received from Cllr Christine Ford in advance