

**RINGWOOD FESTIVAL STEERING COMMITTEE  
MINUTES OF MEETING HELD ON  
MONDAY 10<sup>TH</sup> MARCH 2008  
6.00 PM AT GREENWAYS**

PRESENT: Cllr B Terry (Chairman), Cllr Mrs Terry, Cllr C Ford, Cllr N Chard, Mrs A Osborne, Mrs B Charlton, Mr C Polton, Mr S Aita, Mr C Lockyer and Mr J Wickens.

IN ATTENDANCE: Ms Tracy Melling and Ms Rachael Johnson – The British Liver Trust, Mr T Simpson, Town Clerk and Mrs L Wickens, P A to the Town Clerk.

APOLOGIES: Cllr D Cracknell, Mr N Light and Mr P Alvis.

The Chairman welcomed Tracy and Rachael to the meeting.

PREVIOUS MEETING: The Minutes of the meeting held on 11<sup>th</sup> February, having been circulated, were agreed.

MATTERS ARISING: To be taken with agenda items.

**FUNDRAISING**

Lyn reported that to date, £750 sponsorship for the Festival programme had now been promised by Mark Kinkead and the following cheques had been received:

£250 from Waitrose (to sponsor the Jazz Concert)  
£100 from The Lamb Inn  
£50 Lambs of Ringwood  
£100 from Lord Normanton

Brian Terry reported that he had received a positive response from Elliotts and he was hopeful that a donation would be forthcoming. He asked for a letter to be sent to Dean & Dyball as they had also expressed an interest in sponsorship.

<b>ACTION</b> <b>Brian Terry / Lyn Wickens</b>
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**LOGO/PUBLICITY/PROGRAMME**

The logo which had been produced by a student from Ringwood School was circulated to those present and was confirmed as the chosen design for Festival publicity/banners/letter head etc. It still needed some work to ensure the image was “sharp” enough to be reproduced. Jeff and Anne agreed to produce a draft for TLC Online to work up into a programme for printing.

Brian Terry had obtained a sample and costs for banners/boards. It was confirmed that the Committee had a publicity budget of £500. Brian to get firms costs for different types/sizes of banner/boards. A second quote from another local company to be obtained. Investigations to be made with HCC re a banner across the High Street.

<b>ACTION</b> <b>Chris Lockyer / Brian Terry / Anne Osborne / Jeff Wickens / Lyn Wickens</b>
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**PROGRAMME FOR 2008**

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

*Fashion Show at Ringwood School*

Arrangments ongoing. Jackie asked Lyn to obtain an Events Licence so that a glass of wine could be served in the interval. Contact Carpets would be supplying carpeting for the catwalk. Tracy said that The British Liver Trust would attend the event with their publicity material.

**ACTION Jackie Terry / Tracy Melling / Lyn Wickens**

**Sunday 6<sup>th</sup> July – afternoon**

*Cavalcade of Transport through the town*

Details of this event to be obtained for the Programme.

**ACTION Lyn Wickens**

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

*Golf Tournaments at Moors Valley*

Terry advised that arrangements were ongoing. Raffle prizes were required.

Tracy asked for details of the event so that she could try and obtain some players from British Liver Trust supporters.

**ACTION Terry Simpson / Tracy Melling**

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

*Swing Fever – Jazz Concert at the Meeting House*

Waitrose had agreed to sponsor this event. Arrangements ongoing.

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

*Festival Day*

18 charity stalls now confirmed. Brian Terry reported that Ringwood Judo Club had expressed an interest in attending and giving demonstrations. Brian to confirm details with the Club. Brian also reported that the Town Crier competition/demonstration was now looking hopeful. The Wimborne Town Crier had agreed to organise. Crowning of the Carnival Queen and attendants would take place during the morning, also the concours d'elegance for the pedal cars. Church Tower would probably be open once again – Anne to confirm. (all to go in programme, plus KK Band, New Forest Meddlars, children's rides etc). Brian confirmed that catering outlets had now been confirmed for both Saturday and Sunday events. Belinda agreed to obtain some street entertainers, at no cost to the Committee, to busk around the town. Belinda also confirmed that there would be music/dancing/donkeys in The Furlong on 11<sup>th</sup> and 12<sup>th</sup> July. (Mention in programme).

**ACTION Brian Terry / Anne Osborne / Belinda Charlton / Lyn Wickens**

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

*Classical Concert in Parish Church*

Christine reported that the Programme had now been confirmed with the Sinfonia, also the soloist. The Lighthouse cook shop had made a donation of £20 towards producing the tickets for the concert and might be persuaded to become a box office for the event. It was agreed to forward the programme in the form of a flyer to Canon Turpin to be sent out to members of Avon Valley Concerts, as had been done in previous years.

**ACTION Christine Ford / Anne Osborne / Lyn Wickens**

*Ringwood Rocks!*

Peter Alvis was unable to attend the meeting but had reported that organisation of the event was ongoing. He needed the Festival logo as soon as it was ready to use on posters etc.

**ACTION Peter Alvis / Lyn Wickens**

### **Sunday 13<sup>th</sup> July – 10 am to 1 pm**

#### *Football Tournament*

Terry Simpson advised that Steve Simpson of Ringwood Rangers YFC had confirmed that the Club would organise a football tournament on Carvers on the ex-grass tennis courts to showcase the availability of youth football in the town – details to follow.

### **Sunday 13<sup>th</sup> July – afternoon**

#### *British Pedal Car Grand Prix*

Cliff reported that Neil Butterworth, the editor of the Bournemouth Echo, had advised that he wished his paper to be involved in the event. Six cars at £60 had already entered. The maximum was 36. The District Council had now approved the diversion route and signage and it was hoped that final notification that the Council's Application for the road closure had been approved would soon be received.

Cliff requested the key to the removable bollards in the car park, he also enquired if the Council had any white lining paint which could be used on the roads, but which would soon wear off. Lyn to check.

It was agreed that the Mayor and Mayoress would have lunch with a representative(s) of Magna Mazda, probably on Saturday 12<sup>th</sup> July, as a thank you for sponsoring the BPCGP. Lyn to organise.

It was also agreed to invite the Mayor of New Milton to attend the event, as he had invited Brian and Jacqui to the New Milton Race last year. Tracy said she would add details of the Festival events to the British Liver Trust's website.

Lyn agreed to contact Kevin Morrison, Ringwood Young Firefighters, to enquire how many volunteers would be able to assist both as marshals for the BPCGP and Ringwood Rocks and also help with the barriers on Festival Day.

<b>ACTION</b> <b>Cliff Polton / Lyn Wickens</b>
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#### **Any other Business**

There was none.

#### **Date of Next Meeting**

**MONDAY 7<sup>TH</sup> APRIL 2008. 6.00 PM AT GREENWAYS.**