

ROSSINGTON PARISH COUNCIL



Clerk to the Council

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 Rossington Parish Council

MINUTES OF THE PROJECTS COMMITTEE OF ROSSINGTON PARISH COUNCIL HELD AT ROSSINGTON MEMORIAL HALL AT 6.00 PM ON TUESDAY 4 SEPTEMBER 2018

Present: K Guest, J Parkin, R Greaves, G Baker, R Anderson and A Harper
Chair: C Wileman
Clerks: A M Hammond and Z Attridge-Chambers
Public: 0

777. WELCOME AND INTRODUCTION

RESOLVED to note the Chair welcomed Cllrs to the meeting.

778. PUBLIC FORUM

RESOLVED to note there were no public present.

779. ANNOUNCEMENTS

RESOLVED to note there were no announcements.

780. TO RECEIVE APOLOGIES AND APPROVAL REASONS FOR ABSENCE

780.1 There were no apologies and reasons for absence.

780.2 There were no declarations of interest or applications for dispensation.

781. TO CONSIDER THE PRIDE OF ROSSINGTON EVENT AND NOMINATIONS FOR THE FOUR CATEGORIES

RESOLVED to note the following:

781.1 Category 1 A Child up to the age of 11 who has done more than is expected of them.

As there were just 2 nominees in this category – Tommy Mason Wilkinson and Jayden Howarth, all Cllrs present voted that both children be awarded a Winner's Trophy.

- The Clerk to purchase 2 x £20.00 High Street Voucher one for each child.
- 6 invitations to go to each family.

781.2 Category 2 A Young Person between the age of 12 and 25 who has done something outstanding for their community.

As there was only one nomination in this category, the worthy winner would be James 'Tich' Halliday.

- The Clerk to purchase a £20.00 High Street Voucher for Tich.
- 6 invitations to go to Tich.

781.3 Category 3 An Adult aged 25+ who has delivered an ongoing and outstanding contribution to the village of Rossington

The five nominees were discussed individually – Heather Maw, Keith Scott, Kay Shaw, Jackie Beach and Albert Hilton. After much deliberation the very difficult decision to award Jackie Beach the winner had the most votes.

- A bunch of flowers to be purchased for Jackie.
- 6 invitations to go to each nominee

781.4 Category 3

Sadly Florence Taylor, a highly respected resident of Rossington has passed away since she was nominated. Florence is to be acknowledged on the night.

- 6 invitations to go to Florence's family.

781.5 Category 4 A person or group of volunteers who have enhanced the environment of Rossington in any way.

There were 3 nominations in this category, Rossington (Outreach) Dig It n Grow, Rossington Brick Pond Fisheries and Rossington Pisces Fish Bar. Once again after much discussion and deliberation, the Dig It n Grow had the most votes.

- The Clerk to purchase 2 large boxes of chocolates for the group.
- 20 invitations to go to Dig It and Grow.
- 10 invitations to go to Brick Pond Fisheries.
- 6 invitations to go to Pisces Fish Bar.

781.6

- A Harper to book an entertainer
- D Wileman to take the official photographs
- The Clerk to seek 3 quotes for the buffet.
- The Clerk to contact Dave Barron to put on and manage the bar for the evening.
- The Clerk to contact Amanda Bingham to rearrange the Deputy Mayor's visit or to ask for the Civic Mayor or Ross Jones to attend if Linda Curran is not available.

782. TO CONSIDER THE LIDL BILLBOARD PHOTOS AND ARTWORK

RESOLVED to note the following:

782.1 The Clerk sent a letter to the following inviting them to produce artwork for the non-permanent billboard with the deadline of 22 September 2018:

- 5 Primary Schools in Rossington
- Rossington All Saints
- Rossington Scouts – John McAteer
- Arks & Crafts – Heather Maw
- Holmescarr Centre – Elaine Spencer
- Rossington Children's Centre – Julie McGee
- St Michael's Church - Rev'd John Leal
- East Team – Richard Lewis and Donna Flicker
- Messy Church – Pastor Eric
- Youth Service – Dean Mangham and Peter Norman

782.2 Photographs were submitted for the permanent billboard which were forwarded to Laura Sherratt, the Lidl Architect, who will produce a draft for the Parish Council to discuss. The final draft artwork to be taken to the Parish Council meeting on 11 September 2018.

783. TO REVIEW THE 2018 SUMMER FESTIVAL

RESOLVED to note that all elements of the summer festival were reviewed by Cllrs, residents and the Clerks. Alongside the extensive list (APPENDIX ONE) are the following:

783.1

- The toilets to be emptied on Saturday morning, Saturday evening and Sunday morning.
- The Clerk to contact John Hill for more information about the licencing of the event on the Miners Welfare Field.
- The charge for the stalls to be put up by 10%.
- Suggestions for bands included Jet and By Golly Woo that have performed at Rossington Labour Club.

- All Cllrs and Staff to suggest bands and performers so they can be booked as soon as possible.

783.2 The date for the 2019 Summer Festival to be Friday 19 to Sunday 21 July. This was proposed by J Parkin and seconded by R Anderson.

783.3 The budget for the Summer Festival was £20,000.00. The income from the weekend was £13,065.61 with the expenditure being £29,831.43. This left an underspend of £3,234.18 even though there were extra activities put on for children of all ages, extra security when the festival was 'live' and extra staff on the gate.

784. TO REVIEW THE TRADITIONAL VILLAGE FETE ON WEDNESDAY 29 AUGUST 2018

RESOLVED to note the following

784.1 This event took place 4 weeks after the Summer Festival leaving just 3 weeks to organise and arrange everything. The event was really well attended but not till after 12.30 pm as there were other activities on in the village that morning, The Outreach Group sold out of food even though they purchased more than last year. There were limited activities for older children as partner agencies such as EPIC were involved in their own Summer Programmes of Activities so did not have the capacity to help. It also restricted the Clerks from taking the time built up in lieu from the Summer Festival. C Wileman proposed the event be cancelled for 2019, this was seconded by J Parkin.

784.2 The budget for the Village Fete was £1,000.00 with the final expenditure being £933.25, leaving an underspend of £66.75.

785. TO CONSIDER THE FIREWORK DISPLAY ON MONDAY 5 NOVEMBER 2018

RESOLVED to note the following:

- The same procedure to be adopted as for last year with the following additions:
 - The Clerk to contact George Tucker to hire their Tower Light and to request they put up extra lights especially near the walkway to the Firework Display.
 - The Parish Council to take their own bins and bin liners.
 - Donation buckets to be sited at the entrance gates with the option of dressing in fancy dress being suggested.

786. TO CONSIDER THE PARISH PANTOMIME ON SATURDAY 1 DECEMBER 2018

RESOLVED to note the following:

- The entrance fee of £3.00 per person to include a fruit shoot and bag of crisps.
- Z Chambers to check the number of licences used by the Memorial Hall and if there is capacity to book a licence for this event.
- Drinks to be purchased on sale or return from Indi's.

787. TO CONSIDER THE CHRISTMAS LIGHTS FOR 2018

RESOLVED to note the following:

787.1 Doncaster Council had to check the maintenance of 38 Columns. They are going to install sockets on Columns on Radburn Road and Regent Grove plus checking the columns identified by Christmas Plus as having faults at St Michael's Church, King Avenue and Queen Mary's at a total cost of £1580.59.

787.2 The switch on for the lights to be 4 pm on Saturday 1 December 2018 and to be turned off on Sunday 6 January 2018.

788. TO CONSIDER THE VILLAGE SIGNS

RESOLVED to note the signs were due to be delivered the week beginning 20 August to the Memorial Hall but had to be delayed due to the new flooring being laid. Signs of the Times then emailed to say there would be a further delay due to the posts not being quite ready.

789. TO CONSIDER THE TESCO BAGS OF HELP GRANT APPLICATION FOR A CHRISTMAS TREE ON THE WEST END LANE NEW ROUNDABOUT.

RESOLVED to note that Nichola Armstrong sent an email explaining that Highways | Network Management had no concerns over the tree being on the roundabout. She didn't foresee any issues regarding visibility and to date there have been no injury related collisions. Craig Morris would have to be contacted with regards to accessing an electricity supply. Once everything is agreed the Clerk to contact Lisa Warren for a licence for the tree.

790. TO CONSIDER ARTICLES IN THE CLERKS AND COUNCILS DIRECT MAGAZINE

RESOLVED to note the Clerk to submit positive articles to the publication once editorial and photos have been run past the Chair of the Projects Committee.

791. TO NOTIFY THE CLERK OF MATTERS FOR INCLUSION ON THE AGENDA FOR THE NEXT MEETING

RESOLVED to note there were none.

792. DATE AND TIME OF NEXT MEETING

RESOLVED to note the next meeting to be **7 pm on Tuesday 18 September 2018** (after the RPC Cycle Path meeting at 6 pm).

APPENDIX ONE – REVIEW OF THE ROSSINGTON SUMMER FESTIVAL 2018

Thursday	<ul style="list-style-type: none"> The Clerk's folder holding all contact details, service level agreements, etc to be available on the field.
TOILETS	<ul style="list-style-type: none"> Large urinal for men next year. 2 x 6 units for women. Order plenty of toilet rolls. Assign cleaning duties to one person over the 3 days. One bin to have yellow bin liner for nappies. Black bin outside each of gents and ladies. AddPlant to empty at 11 am on Saturday plus 11 am on Sunday morning. The Clerk to get a mobile contact number in case of issues on the Sunday.
Security	<ul style="list-style-type: none"> Guard on the car park the same hours as this year 4 guards on duty when the festival is live. Request a female security guard. Security guards to be more mobile.
Litter Picking	<ul style="list-style-type: none"> Hours to change to start later each day but to stay till 11 pm on Friday and Saturday and 6 pm on Sunday.
Bins	<ul style="list-style-type: none"> Order another 15 black bins 6 bin bags to be put in the bottom of each bin so can be emptied and re-bagged throughout festival. More bins to be placed outside the marquee where picnickers were. More bins around the fairground. Bins to be put next to each food stall. Bin at the entrance/exit.

Staffing	<ul style="list-style-type: none"> • Only need 4 staff on Sunday afternoon, 2 doing cash 2 doing wrist bands. • Friday and Saturday, 2 doing cash, 3/4 doing wrist bands. • Paid workers to only work a 4 or 5-hour shift. • Volunteers to work either afternoon or evening shifts. • Thursday – Outreach Group can be present on the field for marquee, putting up tables and chairs
Wrist bands	<ul style="list-style-type: none"> • The set coloured wrist bands for each day and 3-day worked well. • Sell the next day's wrist bands from 8 pm on Friday and Saturday evening. • Next year's price structure needs to be looked at.
Marquee	<ul style="list-style-type: none"> • The flooring of the marquee needs levelling.
Bar	<ul style="list-style-type: none"> • Worked well in the middle of the marquee.
Stage	<ul style="list-style-type: none"> • Needs to be nearer the marquee and fairground drowned out the bands.
Bands	<ul style="list-style-type: none"> • Feedback was 'need more live bands'. • Suggested buskers have free slot on Saturday afternoon. • Invite Rossington All Saints Academy and McAuley way in advance. • Maybe solo artists on Saturday and Sunday afternoon.
Funfair	<ul style="list-style-type: none"> • Kids wanted the Waltzer • Giant bouncy castles great success. • Lots of variety this year.
Food	<ul style="list-style-type: none"> • More healthy food stalls such as baked potatoes. • Suggestion that Tuckers do the burger stalls with a variety of other food stalls to attend such as pizza and Singapore food.
Water	<ul style="list-style-type: none"> • 3 x 40 bottles of water needed for staff and volunteers. • The hose pipe from the Rossington Main pavilion worked really well. • Donation of £100 to Rossington Main Football Club.
Police Support	<ul style="list-style-type: none"> • Contact Mark Payling again. • Was promised PCSO presence this year just didn't happen.
Herras Fencing	<ul style="list-style-type: none"> • George Rowland has offered to put his own Herras fencing up for £250.
Personal Alcohol	<ul style="list-style-type: none"> • The Clerk was asked to seek advice from Mark Payling re public bringing alcohol into the event. This is his response: • As this is a private event, one condition of entry is no alcohol to be brought in by attendees. As such, Mark would argue that we could refuse entry to people if it was suspected they had alcohol on them. • If people have managed to sneak alcohol in, Mark would argue we could ask them to leave the event as they have breached one of our terms of entry. • In reality Mark said we should give them the opportunity to surrender

	<p>their alcohol but he didn't think we could force them to surrender it.</p> <ul style="list-style-type: none"> • This falls in the civil arena and is not a criminal issue.
Site	<ul style="list-style-type: none"> • The field was inspected on a number of occasions. The initial issues were 40+ holes, dog poo and broken glass. Two reports were sent to John Gibson and Carol Potts. • Ken Guest filled in all the holes that were identified if they were not being covered by the fairground rides/stalls. • The far corner of the field was cordoned off by Herras Fencing as was the Rugby Pitch where much of the dog poo was. • Cones and hazard tape were used to stop people driving onto the football pitches. • Next year if the ground is not too dry the orange fencing to be staked from the entrance fence (beyond the car park) to the entrance of the event.
Lighting	<ul style="list-style-type: none"> • Tower Light worked well. Tuckers have one we can hire next year. • Rugby lights worked well.
License	<p>Email from John Gibson 10 Aug 18. The welfare holds the correct premises licence for both indoor and outside events this includes the sale of alcohol, live and recorded music etc. The grey area that may be open to interpretation could be the sale of alcohol that is not under the control of the welfare. The reference made by Mark Payling to a Temporary Event Notice (TEN) only covers up to 499 people including staff at any one time over a 160 hour period or 7 days. All information relating to licencing is available on the directgov site.</p>
Noise Levels	<p>Received a thank you letter from A Potts thanking the PC for having some consideration for the residents of Balcarres Road and that it's much better now we have moved things to the bottom of the field.</p>
Noise Levels	<p>An anonymous complaint was received from a resident. The Clerk contacted Jason Gardner who said sound levels were checked each day. This item to be put on the Governance Agenda to ratify that no response to be given to anonymous enquirers. After a number of emails, the Clerk informed the resident that it will be put on the next agenda if they'd like to attend and express the concern in person. No response since.</p>