

Godmanchester Community Association

Minutes of Meeting November 2006

Those present were: Stuart Bond, David Brown, Helen Galer, Brenda Hennessey, Lynda Heseltine, Alan Hooker, Elwyn Hughes, Patrick Hull, Charles Looker, Alan Suter, Christine White and Roy White.

Apologies were received from Sylvia Barclay, Hugh Gaskill, Jean Morgan and Stephen Spencer.

1. In response to an email from the Town Clerk regarding improved procedures, it was determined that in future:-

a)The CA would require the bollards at Judith's Field to be down and to have possession of the keys on the morning following Fireworks Night.

b)CL will change the construction of the fire to ensure that it burns out within the hour.

c)The CA would ensure accurate placing of the signs for the First Aid post etc.

2. As a result of a review of Fireworks Night the following suggestions were made:-

a)BH thought that there should be an additional cash desk at the front gate so there would be three instead of two.

b)RW suggested that more 50p coins in the float for the front gate would help. He also thought that a police presence at the front gate would be helpful, particularly early on.

c)CL said that according to the Health and Safety Guidance there shouldn't be any spectators to the windward side of the fire. He thought the area should be roped off and stewards be in place to police the area. He also thought there should be fire extinguishers available. **Action: AH to investigate the costs of purchase/ hire.**

d)SB suggested that more radios with head-sets should be purchased. **Action: AH to investigate costs.**

e)AH thought there should be a greater emphasis on the Guys at the event, especially recognising the good turnout for the competition this year. It was suggested that a generator would make it possible to high-light the Guys before the fire was lit. **Action: Review**

f)In a discussion of the concessions CL asked that they should not dispose of their rubbish on the fire and BH felt that they should not be allowed to sell their products after the fireworks had finished. **Action:AH to contact concessions to note these two points**

g)It was decided that the time for entry to Fireworks Night should be 6.15 pm.

h)It was decided that next year the bar would sell soft drinks only.

i)It was recommended that there be no increase in prices next year.

j)SB thought that the CA should purchase more High Viz jackets. **Action: AH to advise source or we obtain from George Alan**

k)RW presented a matrix of the activities/responsibilities for Fireworks Night. **Action: RW to email to SB.**

l)AH presented a financial breakdown of the income/costs of this year's event. The main item was that **this year's revenue was £1200 less than last year.**

m)**Action: SB to inform the Mayor and the Council of the CA's programme of events for the**

year.

3. SB presented a matrix of roles for the year's events following prior comment by RW (which had been issued previously but did not gain response from Members) and asked for suggestions to improve it. LH pointed out that it had been several years since she had organised the Bowls event in Gala Week, reflecting the age of this draft document. **Action: Everyone to review this and item 2k) and annotate so we can provide better detail.**

4. In discussions about the AGM in February it was decided that:-

a)The AGM should be held in the Queen Elizabeth School with Cheese and Wine available. **Action CW, BH and RW volunteered to organise the refreshments.**

b)**Action: SB to contact the Town Council to check the availability of the School in late February.**

c)The AGM should be publicised using the Hunts Post and the usual signs.

d)SB would liaise with AH on Companies House and the Charity Commission before the AGM.

The next meeting of the CA will be 11 January 2007, at The Comrades Club commencing 8pm sharp.