

Business Meeting Report
Bonfire Meeting
25th March 2019

- | <u>1. Booking of Suppliers and the Park</u> | Action |
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| a. Congleton Park
Event Application form sent and booking confirmed, Cheshire East did comment that there would be a review of fairground rides in the future as part of the event application form | |
| b. Security and fire extinguishers
James Gordon contacted and security and fire extinguishers have been ordered | BH |
| c. Risk Assessment
Completed and modified to take into account the problems experienced last year | |
| d. Printing of wrist bands
To be ordered | BH |
| e. Stall holders
To be arranged | |
| f. Printing posters
To be ordered in August | |
| g. Insurance to be arranged
Cover usually arranged via EC | |
| h. Skip Hire | |
| i. To be arranged | ER |
| j. Rushey Farm
Booked | |
| k. Stocks at the Pavillion | |
| l. Despite a number of assurances provided by Stocks that they would make a donation to Rotary, none has been forthcoming. In future no, special arrangements will be provided for any of their guests to gain entrance to the Park | |
| m. St John's Ambulance
First Aid cover ordered and confirmed, bizarrely St Johns are providing 6 personnel and an ambulance, but, discounted to zero the 4 first aiders with a total cost of £292 including VAT. Don't be surprised if this cost changes in the future?? | |
| n. East Cheshire Hospice
A request has been received from ECH for either a donation from the bonfire proceeds or to take part. More details to be determined. | BH |
| <u>2. Fireworks Display and Music</u> | |
| a. Fireworks display with music | |

Star Fireworks can provide music themed to the fireworks display, but, the cost is an additional £500. It was decided not to proceed as the extra cost could not be justified

b. Supply of DJ and equipment

Phil will discuss the supply of speakers, lighting and the music programme with Ronnie Radar and Chris Booth, the existing provider. Some concern was expressed at the use of Ronnie Radar as he was very expensive in the past PD

c. Location and size of Bonfire

Agreed that the Bonfire will be built on Saturday morning this year to allow for more time for consideration of poor weather. The bonfire will be built a further 5m away from the tree line

IR

d. Distance of display from the Public

The distance the barriers are erected from the firework firing site will be increased from 70m to 85m

BH

e. Inclement weather

A short/medium range weather forecast will be sought prior to the Bonfire and Fireworks Display to aid decision making. If the weather is of concern, consideration will be given to not building the bonfire at all. Star fireworks to be requested to have at least one person on site early Saturday to aid decision making.

BH

3. Gate Keepers

a. Organising gate keepers/Lions

Lions to be informed of the date of the bonfire and requested to man a gate once again

ER

b. St Stephens gate closure

The closure of St Stephens gate last year worked well and it was agreed to repeat this process.

4. Rota

Detailed below are the activities requiring member assistance: -

a. Ticket sales in Congleton (need a gazebo and table)

b. Assisting with erection of gazebos and barriers etc., Friday and Saturday

c. Dismantling, Saturday evening

d. Clearing up Sunday

5. Coordinator

BH will act as Coordinator on the event evening

6. VIP'S

Which VIP'S will be invited will need to be determined by the incoming Club President, Rod.

Potential invitees

DG

Mayor of CEC
Mayor of Congleton
Fiona Bruce MP

Brian Hogan
28.02.19