

# PREESALL TOWN COUNCIL

## Battle's Over Committee

**Minutes of the meeting of the Battle's Over Committee held on Monday 26 November 2018 at 9.30am at Preesall Youth and Community Centre, Lancaster Road, Preesall**

**Present:** Cllrs P Orme (chairman), B Burn, G McCann and L Woodhouse.

**In attendance:** Alison May, Clerk to the Town Council, and two members of the public.

### **39 Apologies for absence**

None.

### **40 Declaration of interests and dispensations**

Cllr McCann declared an interest in agenda item 9 as a member of the public who had provided comments is a relative.

### **41 Minutes of the last meeting**

Councillors approved as a correct record the minutes of the meeting held on 10 October 2018.

### **42 Public participation**

Councillors **resolved** to close the meeting to allow members of the public to speak.

#### **Remembrance service:**

Rev Dawn spoke in respect of the number of people present at the service and how this had exceeded expectations; however, there had been some logistical issues with people at the back of the church leaving prior to those at the front, causing a bottleneck at the entrance. In the future, church wardens would be asked to direct people out of the pews and parishioners would be given more direction at the start of the service. She went on to thank Cllr Reilly for being so kind to the Brownies and explaining to them what was happening and ensuring they weren't nervous. She also informed councillors that the remembrance event at the Cenotaph in London had been relayed to those who had remained in church so that they could also take part.

Cllr McCann said that he thought part of the problem was because the piper, who should have led the event, was unable to attend and the leaflets that should have been distributed detailing the ceremony after the church service had not been handed out. He also asked whether the change to a morning service would be recommended to the council.

Cllr Burn stated that he believed the event had been a great success. It would have been better to have been able to march behind a band, however, he understood that the band was already engaged elsewhere in the morning. He also thought that it would have been easier to marshal by parading from Bethel car park. He went on to state that a microphone would have been helpful, but understood the reason why this wasn't available.

Rev Dawn said that numbers had dwindled year on year when two services were held and that by holding one service more people had attended and this also made it easier for the choir, the wardens and all those involved in the service. Comments had also been received that the public appreciated taking part in the act of remembrance at 11.00am with everyone else.

Cllr Reilly said that it had been good to mark the 100<sup>th</sup> anniversary jointly with the rest of the country. In future it might be better if the dignitaries marched in order, with others following at a more sedate pace.

Cllr Orme explained that the wet weather meant that it had not been possible to use the microphone and speaker. He also thought that the event had gone well and that the diminution of the congregation meant that it made sense to hold just one service.

### **Battle's Over Event:**

Councillors had been copied in to a letter from the WI. They asked the representative of the WI whether this was the personal view of the person who signed the letter or whether it had come from the full committee. It was explained that this was the view of some of the members of the committee who had discussed the event when they had met as part of another informal group. It was a summary of the comments from that meeting on 12 November.

The comments were worked through in order:

-In the summer I received a telephone call from Cllr Orme asking if the WI dressed as suffragettes, would attend the 100 year ending of WW1 celebrations on 11<sup>th</sup> November which I was pleased to accept. We were not contacted again as to the order of events and, we were not informed about what arrangements had been made.

In response:

Individual members of the WI had been approached early in 2018 to see if this was something that the WI would be interested in being involved with and they had responded that it was. It is acknowledged that owing to a lack of understanding of WI protocols a formal letter to the president/secretary wasn't issued, the belief was that the members approached would raise this at their next meeting. When Cllr Orme approached the president in the summer it was to confirm the attendance of the WI, and following their successful dressing up as suffragettes at the gala it was suggested that they might wish to dress in something suitable to the WW1 era. A subsequent conversation 2-3 days before the event was had with a WI member. Any future invitations would be made in writing to the president/secretary and followed up by a member of the council attending a WI meeting.

Instructions on how to serve Bovril had not been provided as it was a conscious decision not to presume to tell the ladies how to brew-up.

-The lighting was so poor that had we not placed the lights from the fence on the table, we would not have been able to see what we were doing which was a risk to our safety and we could have been scalded.

In response:

Lighting was provided so that it could be moved as appropriate for the members to use as they saw fit.

-There was no hazard tape to show where the cable lay on the floor.

In response:

A barrier was put in place to position the wire away from the serving area. For some unknown reason this barrier had been removed.

-There was no hazard tape to show where the kerb end was and people kept tripping over it.

In response:

The table had originally been positioned at the kerb edge to ensure that it wasn't a trip hazard and it appears that it had been pulled back to nearer the fence exposing a 'lip' of kerb.

-There wasn't enough cups and we ran out.

In response:

Cllr Orme provided what was thought to be sufficient cups for the Bovril. The event turned out to have far more people present than anticipated (between 500 and 600 as opposed to the 250 anticipated) and more cups were needed. Extra cups were provided by the coastguard.

-There was no receptacle for used cups.

In response:

Black bin bags were provided on the night. With hindsight it would have been better had a rigid bin with a liner been sited near the serving point.

-We were not provided with a cloth in order to wipe our hands and clean the table which got sticky when wet.

In response:

Cloths should have been provided and the drip on the urn will be looked at.

-Informed that the firework that went off went into the crowd instead of being directed towards the sea.

In response:

The 'firework' was actually a flare let off by the coastguard.

### **43 Remembrance Ceremony**

Councillors considered what had been said during the public participation and were of the opinion that there was little more to add. It was agreed that there needed to be a clearer understanding of the role of the council and the role of the RBL in managing the event and that a mid-year meeting would help with this. The clerk raised concerns in respect of the road closure and this year's decision to keep as much of the road open as possible. While the majority of drivers had taken notice of the road signs and reduced speed there had been some whose standard of driving had put both themselves and others at risk. It was felt that it would be beneficial for there to be a committee to manage civic events - it was **resolved** that an agenda item be put on the full council's agenda to establish such a committee.

### **44 Battle's Over event**

In addition to the comments raised in the public session councillors also discussed the following:

Duration of the event – it was agreed that it would have been more appropriate to close the event shortly after the beacon lighting and that the timings allowed for getting people on and off the stage had been in excess of what was needed. The length of time was also discussed given that it was held on a cold November evening in an exposed location.

Staff time – The clerk made the committee aware of the amount of time both she and the lengthsman had spent during the preceding week ensuring that this event went smoothly.

Reliance on volunteers – The event had been a success thanks in no small part to those from the community who had given up their weekend to prepare the stage, steps, lighting and marshalling of the event. Without their support the event could not have gone ahead.

Car parking – the number of people attending had meant that an additional part of the car park had to be opened. Some of the marshals from the morning who had come along to enjoy the event had retrieved their luminous jackets and joined in with ensuring that traffic flow was managed and people parked safely.

Overall it was felt that the event had gone well and that the attendance of between 500 and 600 people had far exceeded the anticipated 250 and revealed the public's buy-in to the event.

#### 45 Finances

Councillors **noted** the finances to date for the events and agreed that it would be appropriate to recompense the coastguard tea club for the items used at the BOE. The provision of donations to those who had gone above and beyond on the day in terms of time and equipment loaned for use at the event was discussed and it was suggested that a gift card might be appropriate.

<b>REMEMBRANCE EVENTS EXPENDITURE 2018 includes VAT where applicable</b>								
Budget Head	Budget available	Description	Direct Expenditure	Indirect Expenditure (can be used at other events)	Grand Total	VAT	NET Cost	Budget remaining
	<b>£4000.00</b>							
WW1 memorial, flagpole, bench		RAF centenary flagpole	318.00			53.00		
WW1 memorial, flagpole, bench		Remembrance tablet	876.00			115.67		
WW1 memorial, flagpole, bench		Landscaping for tablet	450.00			-		
WW1 memorial, flagpole, bench		Lest we forget benches	2067.60			344.60		
		<b>TOTAL</b>	<b>3711.60</b>		<b>3711.6</b>	<b>513.27</b>	<b>3198.33</b>	<b>801.67</b>
	<b>£1800.00</b>							
Battle's Over		Fire Beacon		594.00		99.00		
Battle's Over		Gas and bottle		123.49		20.59		
Battle's Over		Licence for BOE	50.00			-		
Battle's Over		Insurance for BOE	67.86			-		
Battle's Over		Advertising for BOE	124.20			20.70		
Battle's Over		Portable lighting		103.96		17.33		
		<b>TOTAL</b>	<b>242.06</b>	<b>821.45</b>	<b>1063.51</b>	<b>157.62</b>	<b>905.89</b>	<b>894.11</b>

There being no further business, the chairman closed the meeting at 11.30am.