

WHITEINCH COMMUNITY COUNCIL

Minutes of Whiteinch Community Council Sub-Group for the Commonwealth Connections Event to be held in Victoria Park on Sat. 16th August 2014. Meeting held in the Whiteinch Centre on Thursday, 3rd July 2014 at 2.30pm

- 1.0 Present:** Maisie McCrae, WCC (Chair) Elizabeth MacDonald, WCC, Isobel McKillop, WCC (Minutes) Elizabeth Brown, WCC, Linda Innes, City of Glasgow AC, Stuart McLean, Jordanhill CC, Liz Kerr, Scotstoun Church, Grant Morrison, Glasgow Sport, Neil Lovelock, DRCET, Debra Dickson, Whiteinch Community Centre.
- 1.1 Apologies:** Peter Shill, Partick Curling Club, Colin McGeoch, Victoria Park FC
- 2.0 Minutes of Previous Meeting:** Approved
- 3.0 Matters Arising:**
 - 3.1 Approval of Poster:** Maisie provided sample copies of the amended version of the Poster/Flyer. The sample with the white background was approved and although a small amendment will be made to the wording regarding the model boats, it will be sent for printing.
Action: Maisie
 - 3.2 Update on New Age Kurling:** Grant stated that he had met with Peter and confirmed that at least 3 sets had been obtained for our use. Grant also stated that as a flat surface was required he would source some astro- turf tiles to use as a base.
Action: Grant
 - 3.3 Baton Even in Victoria Park – 21st July:** Maisie stated that she had received a copy of the baton route which would culminate in an event in the park on 21st July. Entry is by ticket only. Isobel had received an email offering tickets to local community groups and it was agreed that she would apply on behalf of the Council. A maximum of 15 tickets could be applied for and, as with personal applications, the result would be decided by ballot.
Action: Isobel
 - 3.4 PA System/Generator:** Both Maisie and Isobel stated that they had provisionally booked a pa system and generator. Those present agreed that this should be confirmed.
Action: Maisie/Isobel
 - 3.5 Tents:** Maisie confirmed to the meeting that, because of previously voiced concerns over safety matters, she had booked a large marquee from Bailies and this includes 150 chairs, 8 tables and a small stage area. They will erect and dismantle the tent. Neil confirmed that he could provide another two tents and there is a possibility of obtaining further small tents. If further tables/chairs are required we may be able to borrow some from Scotstoun Church. Members of the meeting approved the booking of the marquee.
 - 3.6 Flags/Bunting:** A discussion took place regarding the possibility of purchasing Commonwealth themed flags and bunting. It was decided not to pursue this as it may be possible to obtain some from other sources after the actual Games are over.
 - 3.7 Cost of Posters/Flyers:** The cost of printing posters and flyers was discussed. It was originally agreed that 10 A3 posters., 50 A4 posters and 1,000 flyers would be printed but after discussion it was agreed that the number of flyers would be increased to 4,000. These would be distributed to local schools, the Whiteinch Centre, local businesses and homes and handed out at the baton relay event on 21 July 2014. Neil kindly offered to laminate the A4 posters. The initial cost for 1,000 flyers and posters was £126.40 but this will obviously now be greater as numbers have increased. Those present approved this increase. **Action: Maisie/Neil**
- 4.0 Still to be arranged:**
 - 4.1 Choir or Singers:** Members of the Arches choir have agreed to contribute to the event

and this was approved by those in attendance. It is also hoped that people involved in the Summer activities in the Whiteinch Centre will showcase their talents. This will probably include music, dance and possibly drama. This will be confirmed at a later date.

4.2 Quizzes: Elizabeth had found some appropriately themed quizzes on the internet which would be suitable for various ages. Grant agreed to have the sheets photocopied and Neil stated that he had a supply of pens which could be used.

- 5.0 Finances:** While exact figures are unknown at present, we are well within budget. This has been helped by the fact that our Insurance for the event will come under the Council Insurance “umbrella” and will consequently incur no cost.
- 6.0 Notification to LES football, racing lines etc to be marked out:** Maisie confirmed that LES has agreed to mark out various lanes and 5-a-side football pitches.
- 7.0 Parking Passes for all Bands, Entertainers etc:** It was agreed that people taking part in the event – band members, athletes, entertainers, officials and those setting up tents etc, would be issued with passes which would allow them to park within the blaes pitch area of the park. It was also agreed that a one way system should be put in place and that the park gates be closed during the event.
- 8.0 Volunteers:** A large number of volunteers will be required to steward the event for a variety of different tasks. It was agreed to contact a number of partner organisations with a request for assistance. Neil stated that he had a large supply of high viz vests which could be used.
- 9.0 AOCB:**
- 9.1 Risk Assessment:** A risk assessment will require to be carried out.
- 9.2 Crafts:** Liz stated that it may be possible to have some sporting equipment made from paper/card and that possibly a competition could be arranged.. Grant had kindly copied a large number of sheets of drawings of sporting activities which could be coloured in.
- 9.3 Samba Band:** Liz told the meeting that she had been in contact with a member of a Samba band and that there was a possibility of them being able to take part. **Action: Liz**
- 9.4 Police :** Nothing had been heard recently from the Police so Isobel agreed to contact them again with a view to having a meeting regarding a police presence at the event. **Action: Isobel**
- 9.5 Programme:** Maisie and Debra agreed to meet up to discuss the timing etc of the programme in the tent. **Action: Maisie/Debra**
- 9.6 Publicity:** As well as the distribution of flyers and posters, it was agreed that an article/advertisement be inserted in the new Whiteinch newspaper.
- 10 Date and Time of Next Meeting:** The next meeting will take place on Tuesday, 15 July 2014 at 7pm within Whiteinch Community Centre. **Please note change of time.**