

Cornwall's Armed Forces Day

Honouring Britain's Armed Forces, Past, Present & Future



20th June 2015 - Torpoint

ARMED FORCES DAY COMMITTEE

Minutes of the Armed Forces Day Committee held on Tuesday 20th January at 7.00pm in the Committee Room of Torpoint Council Chamber.

Present: Mike Pearn MBE, John Tivnan, Elwyn Clark, Matt Rockett, Jessica Kinsman, John Crago, Jim Courtier, Mike Trace, Mike Symons, D Hayward, Len Hawke, Julie Martin, Andy Martin, Roger Cook, Terry Moore, Eddie Andrews, Lambert Keise, Steve Morris, Steve Murray, Colin Prideaux, Nicki Dunwell, Mike Wood, Kim Brownhill & Louise Wooller (joining the meeting later)

The Chairman welcomed everyone to the meeting and thanked them for attending.

1. Apologies were received from Lance Smale, Angela Crow, Colin Charters, Rose Southworth,
2. The minutes of the last meeting were read through and the following points made and discussed.
 - The post at the entrance to the park would not now need to be removed due to the siting of the large displays in the top field, but some clipping of overhanging branches would still need to be done.
 - Karen Walker from Plymouth City Council is happy to discuss and advise on the event at a meeting in her office.
 - Unlikely that a flypast will be allowed due to no fly zone and aircraft not being allowed under 2000ft. In principal it looks as if it will be ok for a parachute jump. We probably have the free use of a seaking helicopter from RNAS Culdrose for the jump, otherwise a plane will have to be hired at a cost of £450. Landing area of 50" x 100" required. **ACTION** Jessica Kinsman.
 - List of expenditure has been finalised (hopefully) so that adequate grant funding can be sought,
 - "Dynamic Edge" proposal was discussed and it was decided that as we have Nicki Dunwell to take the lead on publicity and the financial implications of the proposal, the services of Dynamic Edge are not required. A letter stating thanks but no thanks to be sent. **ACTION** Kim Brownhill.
 - Veterans Parade - Colin Prideaux has spoken to his contacts in both the Cornwall and Devon RBL branches and most have expressed an interest in attending. The editor of the newsletter for

the Federation of Ex-Servicemen has also been asked to include details of the day in their newsletter.

- Chelsea Pensioners are keen to attend and we will hopefully have a platoon of 8-12 to lead the parade.
- Various contracts are expected to be received shortly (fireworks etc) these will need to be signed and returned with deposits.
- The static spitfire display has been booked and confirmed at a cost of £300
- Royal Marine Band may be "in the bag" but still awaiting confirmation. If they are attending we will need to inform Drake Volunteer Band that we will not require their services.
- HMS Raleigh sorting out the PME, and will be attending with various displays from the schools.
- Security on the day and overnight on the Friday discussed. An email had been received from Security Management SW who deal with Plymouth AFD. Easier all round if the larger displays set up on the Friday leaving a minimal amount to be done on the Saturday. Decided to contact them for a quote for the event. **ACTION** Kim Brownhill
- No response had been forthcoming from the Community College regarding a display, but it was suggested that contact be made again with the head teacher suggesting the battle of Waterloo as a possible project due to the proximity of the date of the anniversary. **ACTION** Kim Brownhill
- Antony House to be made contact with over the times the car park would be available, as generally thought cars would have to leave there between 5 and 6. **ACTION** John Tivnan.
- Volunteers required to take charge of the various zones - Car Park, Benodet Park, Top Field, Bottom Field. None forthcoming. **ACTION** All.
- Traffic in and around the town was discussed and considered whether we would be causing a bottleneck with potential traffic from Whitsand Bay should the weather be fine. Decided that the Police should be contacted. **ACTION** John Tivnan.
- Beer Tent. The Bowling Club have an away match on that day so potentially the club could be used, but concerns were expressed about them not being able to open to the general public and the size and limited space in the clubhouse. Possibly the space could be used as a VIP area.. Some research would have to be done into mobile bars. St Austell brewery and Skinners to be contacted **ACTION** Mike Pearn & Kim Brownhill
- Stalls. We need to know from the outset how long the stallholders will be intending to stay as there can be no movement of cars until 5pm. The town fryer and the scouts have expressed an interest in having stalls. A price to charge stalls need to be decided. Advice to be sought from Plymouth AFD & Mount Edgcumbe Car Fayre **ACTION** Kim Brownhill
- We need to find out what groups will be attending and what facilities they will require.

- The possibility of having a dedicated Facebook page was discussed. It was thought that perhaps the name of the Diamond jubilee page could be changed to Torpoint Community Page. Kelly Lamb to be approached. **ACTION** Julie Martin.
- We must create an action plan at the next meeting, with cut off dates for actions.
- St. John Ambulance forms filled in for approval. **ACTION** Roger Cook
- Nicki has put out one press release so far. We must formulate a PR plan involving the key milestones and invent PR opportunities. Radio Cornwall are keen to be involved as is the Herald. We must gather ideas for posters and the programme for the day.
- It was suggested that the Lions run the tea hut in Benodet park for the veterans. Steve Murray said he was happy to put this to the Lions club and will report back at the next meeting. There is also a possibility for publicising the event and or fundraising on 16th May in the Council Chambers.
- It was asked if the food outlets could be approached to offer a discount to serving armed forces members on production of an ID card.

Date of next Meeting - Tuesday 17th February at 7pm.