

**Cornwall's Armed Forces Day - 2015**  
**Honouring Britain's Armed Forces, Past, Present & Future**



**Torpoint – 20<sup>th</sup> June 2015**

## **ARMED FORCES DAY COMMITTEE**

**Minutes** of the Armed Forces Day Committee held on Tuesday 12<sup>th</sup> May at 7.00pm in the Committee Room of Torpoint Council Chamber.

**Present:** Mike Pearn MBE, Mike Wood, Capt. Bellfield, Mark Keyworth, BJ Waterfield, Chris Willing, Colin Prideaux, Paul Diamond, Eddie Andrews, Debbie Chinn, Allan Glanville, Gary Davis, Jessica Kinsman, Julie Martin, Andy Martin, Mike Trace, Natalie Dunwell, Nicki Dunwell, Elwyn Clarke, John Tivnan, Kim Brownhill.

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

1. Apologies received from: Terry Moore, Mike Symons, Matt Rockett, Rose Southworth, Jon Lord, Steve Murray.

2. The minutes of the last meeting held on 28th April were read and accepted as a true record with the following matters arising:

a. Funding from the Cornwall Council officers had now been received, £1000 each from the Chairman and Leader of the Council.

b. Confirmation of the MOD grant has now been received, the Chairman has signed and returned the necessary paperwork .

c. Jessica reported that the REME parachute display team had been booked but that a drop into the park would not be able to go ahead because of the space required. A drop into the school playing field was suggested but after discussion it was felt that this would not be seen by the majority of those present and so reluctantly it was decided that the parachute drop would not be able to go ahead.

d. The question of concessions for Veterans and serving Armed Forces members was raised again and it was reiterated that letters would be sent to all stall holders and traders in the town asking of the possibility of them giving any concessions. It was also decided that the park and ride bus would be free for all.

3. The RAG Action sheet was reviewed, see updated attachment.

4. Eddie gave a report on the finances and pointed out that there are some conditions attached to the way that the money is to be spent - (ie MOD funding not to be used for entertainment) . A vote was taken that £200 be spent on gaining the services of The Lizard Stallions for the day (should they prove successful on the day some or all of this fee could be refunded). It was also voted that the list of proposed expenditure be

accepted and acted upon when the bills begin to arrive. It was also to be noted that some of the performers will require payment in cash on the day (see lists attached)

5. The programme was discussed and agreed upon, Nicki would send a final draft out for approval before sending it to the printers. The website is up and running and will be kept updated and the facebook page is being liked and all were asked to share it. A flag raising ceremony for AFD with a colour party from HMS Raleigh has yet to be confirmed with a suggested date of June 15th at 11am . At this point Nicki and Natalie were thanked by Mike Wood for all the extremely hard work that has been done and is still ongoing in putting together all the publicity and marketing for the event.

#### 6. AOB

- RNAS Culdrose may wish to have an input in the Military zone - action BJ Waterfield
- Signs to be placed around the park requesting dogs be kept on leads, especially during the MOD dog display and in close proximity to the horse drawn vehicle. Public announcements would also be made to this effect leading up to the display.
- Nicki still has some tickets donated by the China Fleet Club for a competition which she may now put onto facebook.
- Would the spitfire and patrol boat have difficulty turning into the park due to the tightness of the corner - another site visit was suggested - action Mike Trace
- A table top exercise to be carried out before the event by a small group to go through "what if" scenarios .
- Event sponsors to be asked if they have advertising banners for display around the arena.
- Golf buggies being sought for transportation of infirm veterans
- One stall application has been refused as the main sale items would be various items of bric-a-brac, it was decided this was not an appropriate venue for such a stall and this message will be passed on to all charity/organisation stall holders that such items should not be offered for sale at this auspicious event.

Date of next meeting: Tuesday 2nd June 2015 at 5.00p.m., for those taking part in table top exercise - names to be advised, with full meeting to follow at 7pm venue for both - Committee Room of Torpoint Council Chamber.