

KEYNSHAM TOWN COUNCIL

Minutes of the Virtual EATH Committee meeting held on
Wednesday 10th February 2021 at 4.00 pm

PRESENT: Councillors D Biddleston (Chairman), C Brennan, C Buxton (late), B Simmons and J Wallcroft

Ric Davison and Jude Cron

IN ATTENDANCE: Dawn Drury – Deputy Town Clerk

58. APOLOGIES FOR ABSENCE

There were none.

59. DECLARATIONS OF INTEREST

There were none.

60. DISPENSATIONS

There were none.

61. CONFIRMATION OF MINUTES

That the minutes of the EATH Committee meeting held on 9th December 2020 be confirmed as a true record by the Chairman and were signed by the Chairman (hard copy supplied in advance to the Chair for signing).

62. PUBLIC PARTICIPATION

There was none.

63. KEYNSHAM VIRTUAL WINTER FESTIVAL

a. Winter Festival Budget

The draft final budget was presented at the meeting. The reduction in income was explained as not having received any sponsorship for the Christmas tree or the usual funding from Churches Together.

A further sum of monies will be taken from the balance to purchase prizes for the winners of the Window Competition 2021. The shield engraving will need to be done at a later date due to the shield being in storage.

The final figure will be reported at the March EATH Committee meeting.

RECOMMENDATION

That surplus funds be returned to earmarked reserves.

b. THE EVENT – FEEDBACK

Feedback from the event. The Chair thanked everyone that had contributed. He personally enjoyed the event very much and commented that although some of it was very amateur, he felt that improvements could be made for the future and that it would be good to have some recorded film at the live Winter Festival events in the future. Cllr Brennan and Ric were excellent comperes. Cllr Brennan smiles throughout.

(i) Pre-event filming/recordings

- The filming of musical performances in the Manor House Hotel (in front of the fire) was great and the acoustics were fine.
- The Charles Dickens pre-event went perfectly okay.
- The Schools were very good.
- The puppets were funny.

Points to remember for the future: -

- Individual performers should have personal microphones to improve sound quality. Especially in an echoey church. The only participant wearing mics for this event were the comperes and Santa.

Cllr Buxton joined the meeting.

(ii) Programme and timings

- The programme flowed okay.
- It was difficult due to changes in the programme right up to the day.
- It was easy on site with no panic. Prompts were given as to who had to be in front of the camera and when. The directions on the night were good.
- Ric and Caitlin were commended for their roles. Caitlin and Ric worked very well together. Thanks were given to them for heading up the show.

(iii) Streaming on the night

- Live performances from the Choir in the Church were good.
- The internet drop out at the beginning of the event was not helpful and this resulted in dead air on the radio.
- There was a long period in Tom's set when the Broadband was an issue that caused a few hiccups.

- The Church Broadband was not really good enough for the event to be best quality.
- The Chair suggested that the Church apply for a grant for improvements to wi-fi, as the Church is not only used for services but for other community events. A reminder was given that Churches cannot apply for a Town Council grant because legislation does not permit funding of infrastructure projects on churches, which this would be.
- The live streaming pixel rate was very good.
- Viewing numbers – the maximum number recorded was approximately 2,500 but we do not know how long they watched for or whether they dipped in or out of viewing. At the height it was in the region of 200 people at any one time and on average 140. The same goes for likes on Facebook this does not give a true indication of viewing numbers. The viewing numbers were quite good, and we should be pleased about this.
- There were other live streamed events taking place on the same night that may have affected numbers.
- It was thought that people watched the bits that they were interested in.
- It was suggested that if the event should be held in this manner again that some live musicians are on site to fill in if there are gaps and timing goes out slightly.
- It was agreed that it was a better than amateur event on the whole.

Other items to note:

The credits need checking thoroughly as there were some typos.

We were lucky with the weather and things may have been difficult if the weather had been different.

(iv) Event competitions

Writing competition.

- A message of thanks and praise for the event was received from the parents of the writing competition winner. Including the opportunity to read the story on the radio.
- It was disappointing in respect of the number and this needs re-thinking for 2021. It was circulated enough.
- This seemed to be a problem with a lot of competitions in 2020.

Colouring competition.

- The colouring competition had a good number of entries and this is probably because this is a popular annual event.

Window Competition

- This has yet to be judged and the Chair passed on this task to Cllr Brennan to undertake from the photos that she took of all the decorated winners. The results will be reported at the next meeting.

It was noted that past videos of Winter Festivals on YouTube produced by amateurs are well viewed so this is mileage in considering videoing the event in the future. The suggestion of local groups hiring out the Town Council camera equipment to pre-record their performances/sketches for possible inclusion in future events was made but this needs more thought. It was also suggested that Councillors or community members could be trained to do pre-event filming on behalf of the Council (Cllr Buxton offered her services) and not just Winter Festival. Pre-recording filming could be used to fill in gaps between performances on the stage or recording different aspects of the event on the night. A question was asked as to how this would be covered by GDPR. The Chair reported that there is no statutory requirement for you to have written permission from parents to film their children. However, he requested the Clerk's advice in respect of this.

RECOMMENDATION

That legislation in respect of filming children be investigated by the Clerk so that it is clear for future events.

Thanks were given for Spirolux' s input.

The Town Council light's need addressing for 2021. Also, the matter of decorating a Christmas tree by the community needs adding to a future agenda to discuss. A decorated/remembrance tree to be displayed somewhere else in the town should be considered.

RECOMMENDATION

A community tree/remembrance tree be added to the EATH Committee Agenda for August 2021.

64. DATE OF THE NEXT MEETING

RESOLVED:

That the next virtual meeting of the Committee is scheduled to take place on **Wednesday 17th March 2021 at 4.00 p.m. via virtual Zoom Video conferencing.**

The meeting closed at 5.00 p.m.

Signed:
(Chairman)

Date: