

MINUTES OF THE RV SAFETY ADVISORY GROUP

THURSDAY 20 JULY 2017 @ 2.00pm

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| <u>PRESENT:</u> | Adrian Harper (Chair) | RVBC |
| | Diane Rice | RVBC |
| | Eamonn Roberts | RVBC |
| | Catherine Moore | RVBC |
| | Linda Boyer | RVBC |
| | Daniel Sutcliffe | RVBC |
| | Phil Clews | Work Experience student RVBC |
| | Gary Makin | Police |
| | Steve Taylor | NWS |
| | Dave Stuart | NWS |
| | Kevin Timberlake | Transdev |
| | Sean Foy (RSS) Paul Clark and Steve Boros | Royal Lancs Show |

| | ACTION |
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| <p>APOLOGIES</p> <p>Apologies were received from Paul Guinan (F & R) and Liz Mason (NWS)</p> <p>ROYAL LANCASHIRE SHOW</p> <p>Representatives from Royal Lancs Show attended the meeting.</p> <p>There is a new board with Mr Mustoe as Chairman. RSS Events are heavily involved with the organisation of the event. They intend to grow the event at Salesbury Hall. The event will run from Friday 11 to Sunday 13 August 2017 from 8am – 5.30pm each day.</p> <p>Sean (RSS) will update the event management plan again after the meeting today. He had recently met with the counter terrorism group and would need to incorporate their suggestions also.</p> <p>Having considered the contingency plans it was now necessary to have a secondary safe area on site and also to consider the movement of animals as well as people.</p> <p>Details of specifications for all stalls were being collected. To date there were 300 presales with an expectation of about 1000 with the rest being 'on the day' sales. Tickets will be scanned on arrival so that approximate figures will be known for the Sunday. A break even figure of 10,000 is required from the weekend.</p> <p>Gary M informed them that they would need to request 2 x police motor cycles to assist with traffic management (to be paid for) The TRO had been received from LCC for the one way system to be put in place. Workers in the offices would be in on the Friday and would have passes although they would still adhere to the route. There would be an exit time window for horse boxes of 12.30 – 1.30pm each day.</p> <p>The medical provider is Chorley's Angels. Steve (NWS) would visit the site the day before to assess access and arrange a fixed meeting point. There should also be a designated landing area.</p> <p>Licensing – separate licences would be required for each beer tent as well as each stall (TENS) as a licence covering the whole of the site had not been applied for – this was the better option for future years. RLS would chase these up as Catherine needed them by 27 July 2017.</p> <p>Gary M would visit the objector close to the site personally to give reassurance regarding the one way system.</p> <p>Steve Boros would speak to Adrian about waste arrangements – Adrian to visit the site.</p> <p>Transdev offered public transport to the site with use of a joint ticketing app – RLS would consider this for next year as they felt it was too late now.</p> | |

Linda asked about noise monitoring / public nuisance – this would be included in the event plan as an annex. There would be no fireworks.

Eamonn asked about the marquee hire; one way system for traffic on site; barriers between people and animals; hygiene ratings for food outlets and gas/electric checks. This was all in order and where the petting of animals is encouraged there would be hand wash facilities available with appropriate signage.

The final event plan was expected early next week and would be circulated to all.

The Royal Lancs Show representatives left the meeting at 2.40pm.

REVIEW OF PAST EVENTS / FEEDBACK (from April 2017 to date)

- Beatherder – representatives would be invited to attend the next meeting in October to de-brief on this year's festival. There was the general opinion that it has been a successful festival with very few incidents of concern.

EVENT CALENDAR – PROGRAMMED EVENTS 2017

- Clitheroe Bonfire – event plan had been circulated – please check that acceptable and make comments to the organisers
- Clitheroe Food Festival – TM plan had been circulated. GM approved the TPCA.

ANY OTHER BUSINESS

- TPCA – ground rules from LCC / Police were still awaited. Gary had sent a report to Mr Danson at LCC but had not yet had any response.
- Kevin Timberlake explained how Transdev could help with transport to events through Vamous.

DATE OF NEXT MEETING

The next meeting of the RVSAG will be held on **Thursday 19 October 2017 @ 2.00pm in the Council Chamber, Clitheroe.**

The meeting closed at 3.05pm.