

**MINUTES OF THE EVENTS COMMITTEE MEETING HELD ON TUESDAY 19<sup>th</sup> JANUARY 2016 at**

**6 p.m. at the TOWN HALL**

**PRESENT:**

Cllr Richard Gell (Chairman), Simon Wiles, Cllr Mrs Pam Whiting, Cllr Bert Jackson, Cllr Mrs Val Newbery, Pat Bird (Tourism), Cllr Mrs Anna Sauntson, Cllr Mrs Tina Reavey, Sandra Mitcham (Town Clerk), Danielle Edwards (Admin/Finance Officer), Julie Morriss (Admin Officer), Cllr Mrs Olwen Mayes (Item 5.2 onwards) substitute for Cllr David Drage

**1. APOLOGIES**

Apologies were received from: Cllr David Drage and Mrs Celia Ingram (Church).

**2. DECLARATIONS OF INTEREST**

**OTHER INTERESTS**

Cllr Bert Jackson – Tourism

Cllr Mrs Pam Whiting – Church

Cllr Mrs Anna Sauntson – Church and Tourism

**3. MINUTES**

**RESOLVED:**

That the minutes of the meeting held on 15<sup>th</sup> September 2015 be signed by the Chairman as a true and correct record.

**4. PUBLIC FORUM**

No public present.

**5. CHRISTMAS SPARKLE 2015**

**5.1 CONTINENTAL MARKET.** It was agreed that this was successful, it was well supported and there was a friendly atmosphere.

**ICE RINK.** This was not as busy as had been hoped and with an overall deficit of £1825 it was agreed that it had been worth trying but we would have the Carousel as the central attraction in 2016.

**FAIR.** The fair had been very good and attracted a lot of people, especially encouraging people to travel down to the bottom of College Street, where more rides had been set up. However, it was agreed that there had been a

couple too many at the bottom end of the event and this would be mentioned to Ian, the organiser.

**INDIVIDUAL STALLS.** The number of stalls had been reduced to improve safety, but it had worked well and they were all delighted with the success.

**STREET ENTERTAINMENT.** Tourism organised the entertainment. Feedback indicates that it had been much appreciated by the local traders as the entertainer had performed all along the High Street, thereby bringing some of the event further near their shops. The stage entertainment was good as all the acts were well spaced, but it was suggested that the audience area for the stage needs to be slightly bigger for the crowds. It was also a problem with the sound as people further back could still not hear. It would need speakers all around the Market Square and Simon will talk to the sound engineer in readiness for this year. The committee thanked Tourism for their part.

**ROAD CLOSURES.** This worked very well. The control barriers were a great help in sectioning off areas. Once again marshalling got a bit sparse towards the end of the day. Disabled parking is a problem, but one that we cannot really control. It was agreed that costs for florescent gloves would be obtained for marshals so that their hand movements could be seen as it got dark.

**TOURISM.** Everything went well in the College. The fireworks were excellent and the surprise could be seen on everyone's faces. The Bede House ran out of supplies but it was a success. Pat mentioned that the steps to the stage in the Bede House were slightly slippery. The Carol service was well attended.

**CHURCH.** They had a very good day and were more than pleased with the attendance. Over £2000 was raised

The whole event was considered the best one so far.

## **5.2 SPARKLE 2016.**

**RESOLVED:**

That the event would be on 19<sup>th</sup> November 2016. Fair with carousel and continental market to be booked

- 6.0 QUEEN'S 90<sup>TH</sup> BIRTHDAY CELEBRATIONS.** The date agreed was Saturday 11<sup>th</sup> June. Ideas were discussed and it was agreed that a working party should be set up to discuss the programme and to report back their ideas to the Events Committee on 22<sup>nd</sup> February 2016 at 6 p.m. Following a discussion of ideas and dates, it was

**RESOLVED:** The date is set as Saturday 11<sup>th</sup> June 2016.

That the event be held on Saffron Road Recreation Ground

That a working party be set up with the following members: Simon Wiles, Cllr Mrs Pam Whiting, Cllr Mrs Anna Sauntson, Pat Bird, Cllr Mrs Tina Reavey and Danielle Edwards. The working party would discuss details of the event for approval by the Events Committee.

**NOTE:** The Town Clerk and Administration Officer will not be available to work at the event due to personal commitments already booked.

**RESOLVED TO RECOMMEND**

That the Town Council delegate authority to the Town Clerk to incur expenditure on the event within a net budget of £2000. It was noted that Tourism had some grant funds to assist with expenditure for the event.

- 7.0 ITEMS TO REPORT.** There were no items to report

- 8.0 DATE OF NEXT MEETING.**

The next Events meeting is scheduled for Monday 22<sup>nd</sup> February 2016 at 6 p.m.

Chairman \_\_\_\_\_

Date: \_\_\_\_\_