

MINUTES OF THE EVENTS COMMITTEE MEETING HELD ON TUESDAY 15th SEPTEMBER 2015

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), Celia Ingram (Church), Sandra Mitcham (Town Clerk), Danielle Edwards (Admin/Finance Officer), Julie Morriss (Admin Officer)

The new committee made their introductions.

1. APOLOGIES

Apologies were received from: Cllr Mrs Olwen Mayes, Cllr Mrs Anna Sauntson, Cllr David Drage and Cllr Mrs Christina Reavey.

2. DECLARATIONS OF INTEREST

OTHER INTERESTS

Cllr Bert Jackson – Tourism

Cllr Mrs Pam Whiting - Church

3. MINUTES

RESOLVED:

That the minutes of the meeting held on 15th June 2015 be signed by the Chairman as a true and correct record.

4. PUBLIC FORUM

No public present.

5. CHRISTMAS SPARKLE 2015

- 5.1 HIGHAM FERRERS TOURISM.** Pat Bird reported that in the College there would be Father Christmas, with a sleigh hopefully, games and entertainment starting at 10 a.m.
- In the Bede House there would be 6-7 stalls, entertainment both am and pm and mulled wine with mince pies will be sold.
- On the Market Square, on a stage in front of 'The Old House' the Rock Choir, Six Week Choir, Ferrers School Band/Choir will perform and Footloose Dance School will put on a performance in front of the stage. Tourism will produce a risk assessment for the stage and will organise, along with Event X, making a roped off area for the dancers. In the Church the Stanwick Hand Bells and the U3A choir will perform, with Chichele School and Higham

Ferrers Infant and Junior School singing or performing towards the end of the afternoon.

There will be stalls on the grassed areas in the Churchyard and if necessary Pat is to pursue permission from Beans Café to use their rear garden.

Pat will also be organising a Christmas Quiz and asking the Shops to decorate their windows and sell certain items like they did last year.

A programme of events is to be given to the Town Hall early October for inclusion in the advertising.

5.2 ST MARY'S CHURCH. The displays will be for one day only this year starting 9 a.m. through to 3.45 p.m. All three exits will be manned and extra marshalling will be organised when the children are performing in the Church. Entry will be £2. There will be a raffle.

5.3 HIGHAM FERRERS TOWN COUNCIL. The Continental Market, Skating Rink and Fair are booked. Road closures have been applied for. First Aid is booked. Once all the details have been received from Pat the programme will be worked out and each household will receive a copy with the NVN. An advert will also be put in the Rushden Reporter.

The Church and Bede House will be open from 9 a.m., Father Christmas will start at 10 a.m. but the official opening of the whole event will be 11 a.m.

Letters regarding stewarding were being sent out and some names have already come forward.

5.4 BUDGET. Nothing more at this point to report regarding budget, but this might change if Simon hears anything from the lottery funding he has applied for.

5.5 ADVERTISING. We will not be putting advertising space in the programme. The draft poster was agreed, but the Church and Tourism needs to be added and the Skating Rink needs to be highlighted a little more.

As Home Instead has not booked a space this year it was asked if they could circulate, but this was not agreed to. However, the Church will be contacting them to find out if they would like to have a display at the Church this year.

As Danielle still has a waiting list for people wishing to have a banner at the Sparkle to advertise their businesses, the committee discussed having a

larger banner welcoming people to Higham either end of town with those sponsor's names on the banner.

RESOLVED

That the Town Hall Staff look at the options and the Clerk be authorised to make a decision if it was feasible.

- 5.6 HOT FOOD VAN near CEMETERY LANE.** The extra hot food vehicle at the end of the town near Cemetery Lane was discussed and it was agreed that this could be on the pavement near Whites Garage.

- 5.7 DONATION TO ROTARY CLUB**

RESOLVED

That a donation of 15% of the takings be split between the two Rotary Clubs managing the Skating Rink

- 6.0 SUMMER EVENT.** Provisional dates 4th or 11th June 2016. Linked to the lottery grant that Simon has applied for it might be possible to organise something for the Queen's 90th birthday. It could take the form of a party with picnic, stalls, entertainment etc. The committee agreed that this should be organised.

RESOLVED TO RECOMMEND

That the Town Council consider allocating money in next year's budget towards the Queen's 90th Birthday Celebrations

Bert was thanked for all his work erecting the flags for the Queen's celebration during September.

- 7.0 SUMMER CONCERTS.** Simon explained that Tourism would like to organise in the Chichele College Grounds about 4-6 musical afternoon concerts varying in music styles during 2016. The Committee agreed to this proposal.

RESOLVED TO RECOMMEND

That the Town Council allocate £1500 towards the summer events in 2016 in the Chichele College.

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

- 9.0 DATE OF NEXT MEETING.** It was agreed that it was not necessary to have a full meeting, but a small group could get together if need be to confirm the programme for the event.

The next Events feed-back meeting is scheduled for Tuesday 19th January 2016 at 6 p.m.

Chairman _____

Date: _____