

MINUTES OF THE EVENTS COMMITTEE MEETING HELD ON MONDAY 23rd MAY 2016 at

6 p.m. at the TOWN HALL

PRESENT:

Cllr Mrs Pam Whiting (Chairman), Cllr Bert Jackson, Cllr Mrs Val Newbery, Pat Bird (Tourism), Cllr Peter Tomas, Cllr David Drage, Simon Wiles, Julie Thorneycroft (Town Centre Manager), Sandra Mitcham (Town Clerk), Danielle Edwards (Admin/Finance Officer), Julie Morriss (Admin Officer)

1. ELECTION OF CHAIR

RESOLVED that Cllr Mrs Pam Whiting be elected as Chairman for 2016/2017

2. APOLOGIES

Apologies were received from: Cllr Mrs Anna Sauntson, Cllr Mrs Tina Reavey and Celia Ingram

3. ELECTION OF VICE CHAIR

RESOLVED that Cllr Peter Tomas be elected as Vice-Chairman for 2016/2017.

4. CO-OPTION OF NON MEMBERS ONTO THE COMMITTEE

RESOLVED that Simon Wiles and Pat Bird as Tourism representatives be co-opted onto the committee.

5. DECLARATIONS OF INTEREST

OTHER INTERESTS

Cllr Bert Jackson – Tourism

Cllr Mrs Pam Whiting – Church

6. MINUTES

RESOLVED:

That the minutes of the meeting held on 21st March 2016 be signed by the Chairman as a true and correct record.

7. QUEEN'S 90th BIRTHDAY CELEBRATIONS

7.1 TO RECEIVE AN UPDATE FROM THE WORKING PARTY. Further to the previous minutes it was confirmed that a Hog Roast had been booked and all the flags had been received. Simon distributed a timetable of events and explained what each act would be performing. Danielle confirmed the number of stalls expected i.e. 23 stalls, 6 of which were charity stalls. The income from these totals £978 and

with the Fairground and Bouncy Castle contributions, together with the advertising banners the Town Council should break even.

Flyers will be ready for the Bank Holiday weekend and these will go out to households, schools, Farmers Market etc. It was agreed that a banner for the Market Square would be sought and 10 Foamex Boards for advertising the event around the town and Cllr Mrs Pam Whiting agreed to fund the cost from her Councillor Empowerment Fund. The event is already advertised on the website and Facebook. Cllr Jackson will arrange for the bunting to be put up and Cllr Pam Whiting has said that she could assist.

The stage will be arriving at 8 a.m. and Jason from Event X will be organising any lighting and sound required. Danielle is to let Simon have the keys to allow access to the Chapel, from where the electric will be sourced. Most helpers will be assembling at midday.

Julie is to check if Rockingham First Aid needs a gazebo for this event.

7.2 STEWARDS A few more stewards are needed and Cllr Mrs Newbery said that she would ask her family if they could help at all. The people that helped over the weekend for Clean for the Queen will be asked as well, including a few of the more able Bedesmen.

8.0 CHRISTMAS SPARKLE 2016

a. TOWN COUNCIL The Fairground, Continental Market and First Aid have all been booked. Jason from Event X will be asked to see if sound can be improved on the day. To increase the area in front of the stage, we will not put any stalls on the pavement opposite the Old House. This will mostly affect the Chestnut Stall.

b. TOURISM Everything is going well. A second Father Christmas still needs to be confirmed. The area behind the Café Barne will be included in this year's event. A decision regarding the children performing in the Church has still to be agreed.

c. CHURCH A new fund raising committee is being formed and hopefully they will have new ideas for this year.

9.0 ITEMS TO REPORT

Item for the next agenda: Prices for stalls etc to be agreed for Christmas Sparkle.

Cllr David Drage suggested having a current picture of the Queen to celebrate her reign.

10.0 DATE OF NEXT MEETING

The date of the next **Events** meeting is scheduled for Monday 15th August 2016 at 6 p.m.

Chairman: _____ Date: _____