

## Events and Community Committee

Kidsgrove Town Council  
Victoria Hall  
Liverpool Road  
Kidsgrove  
Staffordshire  
ST7 4EL



Tel: 01782 782254

[www.kidsgrovetowncouncil.gov.uk](http://www.kidsgrovetowncouncil.gov.uk)

## Minutes of the Events and Community Committee Meeting held 27th February 2020, 7:15pm, Chairman's Room, Victoria Hall

- EC/19-20/5/1 Present**
- Cllr S Dymond, Cllr A Cartwright, Cllr A Cooper, Cllr S Burgess
- Non-Councillor Members of the Committee: Josephine Locke (Go Kidsgrove representative)
- In attendance: Sue Davies, Town Clerk
- EC/19-20/5/2 To receive and consider apologies for absence**
- Apologies were received from Cllr P Waring, Cllr J Waring, Cllr G Burnett, Cllr K Johnson and Mr W Richins.
- EC/19-20/5/3 To note declarations of Members Interests**
- None declared.
- EC/19-20/5/4 To approve the minutes of the meeting held on the 21<sup>st</sup> October 2019**
- The minutes of the meeting held on the 21<sup>st</sup> October 2019 were approved by those present.
- EC/19-20/5/5 Public Participation (A period of not exceeding 15 minutes for the press or public to make comments.**
- No comments made.

**EC/19-20/5/6**                    **Matters arising from the meeting of the 21<sup>st</sup> October 2019 not covered elsewhere on the agenda.**

a) **Questionnaire progress**

The Clerk reported that this has not been progressed.

b) **Civic Service**

Cllr Cooper and the Clerk will begin to look at dates so that 'save the date' notifications can be sent out.

**EC/19-20/5/7**                    **Feedback on a meeting with the Canal and River Trust attended by the Clerk, Go Kidsgrove representatives and Cllr Cooper and to note their proposed events including a heritage weekend in the town and possibly a separate floating market. To discuss and agree Council involvement and actions.**

The clerk informed of an event, initiated by Go Kidsgrove with the Canal and River Trust, whereby over a weekend, various organisations will provide activities. The participants at each activity will receive a token or stamp upon completion.

The date of the weekend is proposed to be the 25<sup>th</sup> and 26<sup>th</sup> July but it was felt crucial to ensure that this doesn't coincide with other larger events.

Town Council involvement was agreed to be:

- Use of the Town Hall as an end point for the participants. It was noted that this would need verification by the F and GP Committee first although the Clerk felt it was likely it could be fitted around commercial events.
- Organisation a photograph competition.
- Liaise with Rotary Kidsgrove regarding the Junio Park Run being an event
- Liaise with the football clubs regarding theme hosting events.

**EC/19-20/5/8**                    **Party in The Park: To discuss the 2020 event including:**

a) **To approve the draft application prior to submission to Newcastle Borough Council.**

The Committee approved the application forms.

b) **To agree further key actions needed and to resolve to form a small working party to lead the organisation of the event, including approval of Terms of Reference.**

The Committee agreed to form a working party consisting of Cllr Dymond, Rich Stevenson Evans, Wayne Richins and the Clerk. The Clerk agreed to draft some Terms of Reference.

**EC/19-20/5/9**                    **Christmas Market and Light Switch on**

a) Cllr Dymond provided a debriefing session held between her, Cllr Cartwright, Cllr Cooper, the Clerk and J Locke. (See appendix 1)

b) It was agreed that a small working party begin to look at the provision of lights and also plan the arrangements for the coming year's event. It was highlighted that invitations for stalls need to be out in good time, by early summer.

*Action: The Clerk to arrange a meeting*

- EC/19-20/5/10**      **Reels on Wheels: To agree a further film showing and date.**
- The clerk was asked to find out what films were available for over the Easter break.
- EC/19-20/5/11**      **Christmas Pantomime – To consider the arrangements**
- a) Cllr Dymond provided a debriefing of the 2019 event, following a meeting between her, Cllr Cooper, Cllr Cartwright and the Clerk (Appendix 2)
- b) The committee **resolved** to authorise the expenditure of £900 for the 2020 event. The Clerk was asked to secure the booking.
- EC/19-20/5/12**      **Mayor’s Charity Event**
- a) Cllr Cartwright provided an update on the 2020 New Year’s Eve Ball. The tickets had sold well and after the security and disco had been paid for from the proceeds, there was still a profit to contribute to the Mayor’s charities.
- b) Cllr Cartwright stated that she intends to hold a further event prior to her term of office ending. Dates are being considered.
- EC/19-20/5/13**      **Terms of Reference**
- The committee considered its Terms of Reference and agreed to recommend to Full Council not no changes are required.
- EC/19-20/5/14**      **To receive a budget update for the Committee and to consider the three-year budget proposal and 5-year plan in relation to the Committee’s projects. (To be circulated)**
- The Committee received an update from the Clerk on the expenditure against budget during 2019/20. There were no proposed virements.
- EC/19-20/5/15**      **To receive any items from the chair or clerk.**
- None
- EC/19-20/5/16**      **To consider and agree potential further events (suggested at the last meeting or raised since) for 2019 or subsequent years.**
- a. Artisan Markets
  - b. Regular Markets
  - c. Artisan Markets
  - d. Barge Markets
  - e. Boxing Nights
  - f. ‘Kingsgrove by the sea’
  - g. 80s night
  - h. Wrestling and Boxing Nights
  - i. Comedy night
  - j. Quiz night in Amanda’s Mayor Charity Year
  - k. 80s night
  - l. Interschools sports day
  - m. Jazz and Band weekend

- n. Easter Egg hunt.
- o. Any further suggestions

**EC/19-20/5/17**

**Date of Next Meeting**

Monday 2<sup>nd</sup> April 2020.

The meeting concluded at 20:40