

Events and Community Committee

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

Tel: 01782 782254

www.kidsgrovetowncouncil.gov.uk



Minutes of the meeting held 22nd November 2021, 7pm at The Victoria Hall

- EC/21-22/3/1 Present**
- Cllr S Dymond, Cllr D Allport, Cllr A Cooper, J Locke (Go Kidsgrove)
In attendance: S Davies - Clerk, E Norton - Assistant Clerk
Two members of the public present, representatives of The Victoria Tap Room bar.
- EC/21-22/3/2 To receive and consider apologies for absence.**
- Apologies were received from Cllr G Burnett and Cllr C Dickens
- EC/21-22/3/3 To note declarations of Members Interests**
- None declared.
- EC/21-22/3/4 To approve the minutes of the meeting held on the 13th September 2021.**
- The minutes of the meeting of the 13th September 2021 were approved by all those present.
- EC/21-22/3/5 To receive the notes from the inquorate meeting of the 21st October 2021.**
- The notes from the inquorate meeting of the 21st October were received.
- EC/21-22/3/6 Public Participation (A period of not exceeding 15 minutes for the press or public to make comments.**
- No comments made.

EC/21-22/3/7

Matters arising from the meeting of the 13th September 2021 and the non-quate meeting of the 21st October 2021 not covered elsewhere on the agenda.

There were no matters to be discussed other than those already on the agenda.

The chair proposed a change in the order to the agenda to cover items first that were relevant to the Victoria Tap Room representatives present.

EC/21-22/3/8

Christmas Light switch on and markets – to receive an update on arrangements and to agree any further actions

Permission was given to the two members of the public to speak on this item.

The assistant clerk reported that there are currently 25 stalls booked with 18 confirmed with payment.

It was noted that the market will run from 11am until 4.30pm. Arrangements will be made for the stallholders to be able to access the building to set up from 9.30am. Cllr Dymond requested that the clerk seek permission from BT for us of their car park during the event.

The assistant clerk circulated copies of the poster for the event for committee members to promote around the town.

The clerk informed the committee that GO Kidsgrove have been given free usage of the Victoria Hall for the weekend of the 27th and 28th November, to hold lantern making workshops. The lanterns will then be used in the lantern parade that leads to the Christmas Light Switch on event on 4th December at 4.30pm.

J Locke updated that the choir would not be available for the switch-on in King Street.

The Victoria Tap Room representatives agreed the bar would be open on the day of the market, and that they would provide refreshments. It was noted they would have access and use of the kitchen and refreshment room.

EC/21-22/3/9

Christmas Pantomime – To receive an update on arrangements and to agree any actions.

The assistant clerk updated that we have currently sold 119 tickets for the Panto, with a further 11 tickets awaiting payment. It was agreed to allow 150 ticket sales maximum, to keep within the Hall's current covid related capacity cap of 180 (which includes staff, performers and volunteers). The show will run from 4pm – 6pm with the doors opening at 3.30pm.

The Mayor confirmed she will hold a raffle on the night, as well as providing charity buckets for donations. Cllr Cooper and Cllr Dymond confirmed they will be in attendance. The Clerk informed that she also hoped to be able to attend as a volunteer.

The representatives of the Victoria Tap Room confirmed they would open the bar to provide refreshments for the event.

EC/21-22/3/10

To further consider plans for the Queen’s Platinum Jubilee in June 2022 and to agree any actions.

a) Beacons including consideration of the purchase of an approved beacon at a cost of £490

The beacon lighting will take place simultaneously around the country on Thursday 2nd June. Discussions were held regarding the placement of the beacon including consideration of the Town Hall roof. Cllr Dymond suggested the car park next to the BT Exchange.

It was discussed the possibility of situating a beacon/gathering at each of the three wards Talke/Butt Lane, Kidsgrove, and Mow Cop/Newchapel. The clerk agreed to contact Odd Road and Audley to discuss arrangements and work with them regarding Mow Cop/Newchapel Ward and Talke/Butt Lane.

J Locke informed the committee of a meeting she will be having with St James Church in Newchapel. She will raise the subject with them and feedback any information to the Town Council office.

The purchase of a beacon for this event was approved.

b) Evening in the Town Hall on the evening of the beacon.

J Locke updated that the choir are currently unavailable to confirm attendance for this event. It was discussed the possibility of asking other local choir groups or alternative entertainment be arranged in the hall/bar.

The Victoria Tap Room representatives confirmed they would be available to open for all events.

c) Event in Clough Hall Park on June 4th.

The clerk updated that The Newcastle Borough Council had been contacted and the date booked with them for the Picnic in the park event. The event will be aimed at families and request to lift the prohibition of alcohol and a music license may be required.

EC/21-22/3/11

To consider and discuss the possibility of holding a beer festival during Jan to March 2022. To agree any actions required.

The idea of holding a beer festival at the Town Hall was welcomed by the committee and the Victoria Tap Room representatives. It was agreed to potentially hold the event during March, around the weekend of the 18th and 19th. The office to confirm availability of this weekend. The event would run over the Friday and Saturday times to be confirmed but it was suggested 1pm – 11pm.

It was agreed in principle that The Victoria Tap Room would like to work with the Town Council to hold the festival. After discussions, it was determined that the best approach would be to invite microbreweries in to form the structure of the event.

EC/21-22/3/12

Mayor Support and Charity Events:

a) To receive a general update summary from the Mayor on the Mayor’s Functions.

See (b) below.

b) To receive an update on the Mayor's charity fundraising.

The Mayor will be taking part in the Santa Run held by Rotary Kidsgrove on Tuesday 21st December. This runs from Lower Ash Road to Maple Avenue and she requested help/volunteers to join on this date.

c) To consider plans for a Mayor's New Year's Eve event and to agree any actions and support required.

After discussions, it was agreed the Mayor would hold a New Year's Party in the Victoria Hall to be supported by The Victoria Tap Room.

It was agreed a raffle would be held on the night and donations of prizes towards this are invited.

It was agreed the event will be for adults aged 18 and over only and tickets priced at £10 per person. The doors will open for the event at 7.30pm.

The Victoria Tap Room representatives agreed to organise a DJ and security, and the costs of this will be £200 for the security and £400 for the DJ, which will need to be paid for from the Mayor's Charity funds. The DJ will run from 8.00 pm until 12.30pm. The security would be on site from 9pm until 1am.

The Mayor and the Victoria Tap Room agreed to work together to provide refreshments in the form of a buffet, which would be included in the ticket price. The Town Council office will send out letters requesting donations from the local supermarkets to provide food towards this, and the Victoria Tap Room along with The Mayor will offer assistance in the preparations.

The office will prepare posters as soon as possible to share amongst social media platforms. The tickets will be printed in the office and will be available by contacting the office, and also via the Victoria Tap Room bar once they are opened.

d) To consider any other plans for the Mayor's charity fundraising and agree any actions or support required.

The Mayor put suggestions forward of a tabletop sales event, and Easter Run for fundraising events in the new year.

The Mayor requested the Easter Run would take place Saturday 16th April. The Mayor advised she has received support from local biker groups including the Veteran Soldier bikers. It was noted that we would also invite the British Legion bikers to attend and an event also to be held at the hall such as a Tea Party.

EC/21-22/3/13

Remembrance Day 2021 - To receive verbal feedback on the event and to agree any points to consider for subsequent years.

The Remembrance Day proceedings were felt by the committee to be a success. It was noted that in future years further effort would be made to publicise that any community groups or organisations wishing to lay a wreath at the Kidsgrove Cenotaph would need to contact the British Legion or Town Council in advance so that they can be included in the order of service.

It was also agreed that, in future years, the Vicar of St Thomas's should be invited to join any preparation meetings held between the Town Council and British Legion.

It was brought to attention that the road closure notices are currently still fixed to lamp posts. The Clerk will arrange for these to be taken down.

EC/21-22/3/14

Christmas Town Decorations: To receive progress reports and to consider further actions.

a) Christmas Tree opposite the Town Hall.

The Clerk updated that the new lights are now paid for, and a date will be made soon to install. The clerk informed J Locke that she will be contacted when the date is arranged for the electrical contractor to visit to enable him to install the Kidsgrove Town lights on the same day. It was noted the lights in question will need bringing to the Town Hall. J Locke confirmed GO Kidsgrove have their own insurance in place.

The Clerk advised that the Christmas decorations will be going up in the Victoria Hall on Friday 26th November.

b) Christmas Tree – Kidsgrove

The Clerk reported three Christmas trees are now on order. The costs are to be confirmed but expected to be around £180.00 each. The Clerk had been informed that GO Kidsgrove in the meantime purchased an artificial/lights tree, and therefore one of the trees will no longer be needed for in the town. It was agreed to allow the additional tree to be donated to a community group in Newchapel.

J Locke advised that GO Kidsgrove have purchased an "lights tree" and no longer require the one ordered. As per Reference EC/21-22/3/14 a) this will now be situated elsewhere.

J Locke updated that she has received donations towards the Christmas Town decorations.

c) Christmas Tree – Moorland Road

The Clerk advised she has now received permission from Aspire to put the lights up. The Clerk did emphasise that receiving the permission this late on does leave time short on putting the necessary arrangements in place, but plans are underway.

Contacts with CMK and Midland Power are in progress and the unmetered supply needs to be sorted. Cllr Cooper highlighted that there is a weather vane that will need to be removed where the tree will be situated. Cllr Cooper will speak with Bibby's to request assistance with this, should Darlington's not be able to complete this as part of the tree installation. The clerk stated she would ensure that lights have been included for this tree on the application with CMK.

d) Christmas Tree – Butt Lane Peace Garden

Cllr Dymond updated that she had received donations from local businesses towards the Butt Lane Christmas Tree, assisted by Butt Lane Co-op. (£100 from Butt Lane Pharmacy, £100 from OneSure and £277 raised with a Christmas Raffle.)

e) Other Christmas decoration considerations including early plans for 2022.

The Clerk informed of plans for next year that would include the progression of lights being installed through Butt Lane and Talke along the lampposts. It was noted that permissions would need to be sought. The clerk also mentioned that she and CMK had located a suitable place for a Christmas tree in Talke Pits, or the possibility of using an existing one. The relevant permissions and electricity supply would need to be investigated.

It was confirmed that the installation of the Christmas lights going forward should go out to tender.

f) To consider and resolve to approve the payment to CMK of £1800 for payment for the light switch on (Town Hall and Butt Lane).

It was resolved to approve the payment to CMK of £1800 for payment of the light switch on at the Town Hall and Butt Lane.

EC/21-22/3/15

To receive an update on the re-implementation of markets into Kidsgrove and to agree any actions.

Cllr Dymond presented details of the Castle Artisan Markets that are currently held in the Newcastle Town and Trentham Estate and advised they might be interested in running their market in Kidsgrove Town. The clerk advised the different options need to be investigated including location and costs.

EC/21-22/3/16

To receive a budget update related to the committee.

The Clerk advised that there was £12000.00 in the Christmas Lights budget, of which £5500 was precept and the rest from earmarked reserves. The Clerk stated that the money left will hopefully be used in the new year on the items discussed around installing Christmas lights around Butt Lane and Talke. The Clerk confirmed there will still be £6000 in earmarked reserve.

It was noted that there was no income from Party in the Park this year as the event did not take place, and the costs were taken out of the budget.

The Clerk advised that the balance on the Pantomime was still to be paid, therefore we expect the total £1000 to be used.

The Clerk recommended the £2500 budgeted for the Queen's Jubilee celebrations should be earmarked, rather than precept for the next year.

It was agreed that Reels films will no longer continue.

It was discussed that the 'other events' budget line, could include any road closures and the beer festival costs.

EC/21-22/3/17

To consider and agree the committee's budget requirements and earmarked reserves for 2021-2022 for forwarding to F&GP.

The events over the coming year were discussed and the following was agreed:

- The Party in the park of £1500.

- The Pantomime costs of £1000.
- The Queens Jubilee of £2000.
- Other event costs including the Remembrance Day, beer festival and road closures of £2000.

EC/21-22/3/18 **To receive any items from the Chair or Clerk.**

None received.

EC/21-22/3/19 **To consider and agree potential further events (suggested at the last meeting or raised since) for 2021 or subsequent years including any actions required prior to the next meeting.**

- Barge Markets – no discussion this time.
- 'Kingsgrove by the Sea' – no discussion this time.
- Barn Dance – no discussion this time.
- 80s night – no discussion this time.
- Wrestling and Boxing Nights – A wrestling events company has been in touch and will be coming to have a look at the hall. It was noted that certain licenses may be required that would need to be investigated.
- Interschools Sports Day - To be put on for the agenda for the next meeting. The Clerk to speak to schools to gain any interest.
- Any further suggestions – no further discussions.

EC/21-22/3/20 **To agree the time of the next meeting: Thursday 10th February 2022**

The meeting concluded at 21.00pm.