

Frodsham Town Council

Minutes of a meeting of
The Events Committee
held on Tuesday 14 November 2017 at 7pm
In the Town Council Office, Castle Park, Frodsham



Present: Cllrs M Poulton (Chair), C Ashton, D Critchley, J Critchley, A Oulton, M Parker F Pennington.
Mrs H Catt (Town Clerk)

Meeting 2

| No | Item |
|------|--|
| 17 | Apologies for absence Mrs P Scott had sent her apologies. |
| 18 | Declarations of Interest None. |
| 19 | Opportunity for Public to Speak None. |
| 20 | Minutes of Meeting 1 – 10.10.17 The minutes were approved and signed as a true record – proposed and seconded by Cllrs F Pennington and J Critchley. |
| 21 | Events Programme – 2017-18 The programme for 2017-18 was reviewed. It is hoped that members of the public will attend future meetings if they have an interest in a specific event. The committee will work with the Mayor if he wants support with any events. Commonwealth Day – TC will contact the school in the New Year to check if they want to get involved in March 2018. |
| 22 | Budget 2017-18 The half-year spend and projected year end forecast were noted. |
| 23 | Remembrance Day The Remembrance Day ceremonies had been well attended. There had still been some issues with the laying of the wreaths. The need for a PA system was identified to enable the readers to be heard. It was suggested that a list of the names could be circulated and put on FTC's website. There had been a mix-up at the hotel but the staff had sorted it out as soon as it was pointed out. Mr McCabe had apologized for the mistake. Next year will be a special 100 th anniversary of the end of WW1. There will be the need to co-ordinate with WW1 Commemoration Group, Royal British Legion and St Laurence's Church as 11 November is a Sunday. Wreath & Donation to RBL. CWAC Cllrs L Riley and A Dawson had paid for their wreath and given a donation. It was agreed that FTC should also give a donation - Total to be paid to RBL is £120. |
| 24 | Christmas The minutes of the meeting of the Christmas Festival Working Group held on Thursday 9 November were noted. It was suggested that the University students should be given certificates in recognition of their invaluable service. They are on Event Management Course and this event is useful for their CVs. TC will check with the Unicorn that they will be OK with the fireworks. |
| 25 | New Year's Eve Fireworks |
| 25.1 | It was noted that the fireworks display will cost £2000+VAT. Although it hadn't been possible to organise quiet fireworks this year for either the Christmas Festival or the New Year's Eve display early discussions will take place about next year. |
| 25.2 | It was agreed to purchase 300 glowsticks @ £91.20+VAT – proposed and seconded by Cllrs M Poulton and M Parker. A poster advertising the Fireworks should be placed on FTC's website and in the rotunda. |
| 26 | Festival of Walks The minutes of the meeting of the Working Group held on Thursday 12 October were noted. Discussion is taking place about an additional dog walk linked to an existing walk. There was a lot of support for additional dog walks and Cllr Ashton will report this back to the Working Group. |

Cllrs M Poulton (Chair), M Parker (Deputy Chair), C Ashton, D Critchley, J Critchley, A Oulton and F Pennington

| No | Item |
|----|---|
| 27 | <p>Bus Shelter Challenge</p> <p>Mrs Scott couldn't attend the meeting but had sent a written report. Cllr J Critchley had also attended the meeting and had provided photographs of all 11 bus shelters. CWAC have an expectation that FTC would apply for the license, but this would need to be agreed. Highways were generally not in favour of anything being attached to the bus shelter but were thinking about 'wraps'. They have gone away to produce a review and report. FTC is still discussing transferring of our bus shelters to CWAC – only 1 needs to be legally transferred as it is registered with the Land Registry.</p> |
| 28 | <p>Events Sponsorship</p> <p>The main rule is that it should be a community-based event, in Frodsham for the benefit of Frodsham people. There can only be one application each year from any organization and the maximum amount would be £250. The fund is aimed at the smaller community organisations. TC will draft the application form and rules for the next meeting.</p> |
| 29 | <p>Annual Town meeting</p> <p>It was noted that the Parish Hall is not available on Monday 26 March. TC will contact the Parish Hall for other dates around that time between 1 March and 1 June inclusive. Another Town meeting will be held later in the year during the period for the exercise of public rights, which could be on a Saturday and involve other agencies.</p> |
| 30 | <p>Events Programme – 2018-19</p> <p>The programme for 2018-19 was discussed and all the events in 2017-18 would be repeated. The potential for other events was discussed including a Halloween event, repeating the St George's Day Parade and reinstating the Frodsham Carnival. Halloween event could involve all the youth, children's and uniform organisations and take place at the Community Centre with a focus on the younger children. Great British High Street - There would need to be a meeting with local retailers to check if there was any appetite for getting involved. The judges assess the town 3 times for energy, enthusiasm and excitement. There might be issues as there are several empty shops and bank premises. TC will find out more information about what's involved for the next meeting. TC to contact Silcock's Fun Fair to ask what plans they have for attending Frodsham in the year. Cllr Poulton would like to an Events link with a calendar on FTCs website. There are events being run by other organisations as well including Weaver Words, Downhill Run and Festival in the Park.</p> |
| 31 | <p>Budget 2018-19</p> <p>The budget would need to be increased to allow for new activity. This is likely to be: Halloween event £1,000, Carnival £8,000, St George's Day £1,500.</p> |
| 32 | <p>Cups & Trophies</p> <p>This had been discussed at P&P last night. Cllr Pennington stated that there should be a lot more cups and trophies. The Facilities Manager will look through the boxes when he moves the contents to the new location.</p> |
| 33 | <p>Clerk's updates</p> <p>None.</p> |
| 34 | <p>Next meeting</p> <p>Tuesday 12 December</p> |

Meeting ended 8.35pm.