

Frodsham Town Council

Minutes of a meeting of The Events Committee

held on Tuesday 13 November 2018 at 7pm
In the Town Council Office, Castle Park, Frodsham



Present: Cllrs C Ashton (Chair), A Oulton, Lord F Pennington and P Williamson (from 7.10pm).
Mrs H Catt (Town Clerk)

In Attendance: 2 members of the public.

Meeting 3

No	Item
36	Apologies for absence Apologies had been sent by Cllr J Critchley, who would have attended to feed back on the Halloween Event, but she was on other Council business. Cllr L Wilson was not present and had not sent apologies.
37	Declarations of Interest – None.
38	Minutes of Meeting 2 – 11.09.18 The minutes were approved and signed as a true record proposed and seconded by Cllrs Lord F Pennington and A Oulton.
39	Opportunity for Public to Speak – None.
40	Community Field
40.1	Cllr A Oulton explained that a date had been set but it had not been possible to meet in the end due to unforeseen circumstances. The background to the complaint was discussed and TC explained that the complainant wasn't happy with the way the matter of the complaint had been previously minuted. He had another complaint about damage to his fence on the evening of the Firework Display organised by the Round Table. Cllr Lord F Pennington agreed to arrange a meeting with him to discuss his complaint further and it was agreed that Cllr C Ashton, as Chair of Events, would also attend.
40.2	A complaint had been received about goldfish being given away by the Funfair on the Community field at the Halloween Event. Although some Local Authorities don't allow this CWAC do not have any rules about it. It was felt that it was up to the parents of the children being given the goldfish to decide whether to accept them or not.
40.3	The review the rules relating to the rental of the community field was deferred until after the meeting with the complainant.
41	Budget 2019-20
41.1	The end of year forecast for 2018-19 was noted . It would be reviewed again in January at precept setting.
41.2	The budget requirements for 2019-20 were discussed and it was agreed to recommend the proposal budget to Council – proposed and seconded by Cllrs C Ashton and A Oulton.
42	Frodsham Life The proposal to include an advert in each copy of Frodsham Life at £350+VAT per full page and £250+VAT for a half page was discussed. There was general concern that there wouldn't be enough copy to fill these pages. It was agreed to have half page every other month to fit with the Council meeting – proposed and seconded by Cllrs A Oulton and C Ashton. This would allow the reporting of actions since the last meeting and pointing out items to be discussed at the next. It could also encourage more people to attend the Council and Committee meetings. It is important if people don't get Frodsham Life delivered to their home that they report it to let us know.
40.1	Cllr C Ashton agreed to revisit the agenda item about the complaint when a representative of Frodsham & Helsby Rotary arrived. She explained what had been discussed and the representative agreed he, or another member from Rotary, would attend the meeting if required.

No	Item
43	<p>Christmas Festival Working Group</p> <p>The minutes of the meeting held on 26 September and the decisions made were noted but the minutes from the meeting held on 6 November were not available. TC gave a verbal update. The road closure signs have gone up and there would be a stronger presence at some of the road blocks to prevent people ignoring them – this will increase the costs for the Traffic Management already agreed. The Mayor and Junior Mayors will do the count-down to the Christmas lights switch on at the Clock as the vintage bus is no longer available. The Junior Mayors will be on the back of the Silver Band float for the Parade. The lorries will be dressed in Mark Avis’s yard rather than the Community Centre then driven round at 6pm to Church Street ready for the children to get on board. The reindeer will be on the green grass area on the approach to the recycle centre. The stage performances will start at 12noon.</p> <p>The representative from Rotary confirmed that they will be available to stop cars parking on the car park between 7pm and 11pm on Friday night in exchange for a donation from Love Frodsham.</p> <p>Biggest change this year is having to pay for the clean-up at the end of the event @ £760+VAT due to changes in the work patterns of the Street Scene’s Team.</p> <p>The verbal report was noted.</p>
44	<p>Remembrance Day Working Group</p>
44.1	<p>The minutes of the meetings held on 23 October and the decisions made were noted.</p>
44.2	<p>The Remembrance Day Services and events had been well attended. A special thanks goes to Father Michael for his full commitment to every aspect of the Commemorations. The Church Wardens and others involved in the events at the church were also thanked for their hard work getting the church ready for the different elements, which involved significant moving around of the church furniture. TC will write to them and also to Frodsham Player and the WW1 Commemoration Group for their involvement. Cllr C Ashton and TC will draft a press release about the events.</p>
45	<p>Festival of Walks Working Group</p>
	<p>The notes of the first meeting held on 18 October and the decisions made were noted. There are new ideas and new walks including 1 to be led by PCSO N Flanagan.</p>
46	<p>Halloween Event</p> <p>A written report was received about the event, which had been well attended and was very successful, was noted. Sponsorship for the event had been given from CWAC Cllrs Members Budget (£400), the Funfair (£45) and local businesses (in kind). There was a query about the donation from Frodsham Golf Club, which was mentioned at the last Events Committee meeting. Total cost of the event was £663 leaving a balance of £218 to be covered by the Promoting Frodsham budget.</p>
47	<p>New Year’s Eve Fireworks</p>
47.1	<p>The arrangements for the Fireworks Display are to be the same as last year with families being encouraged to gather on Churchfields for the best views.</p>
47.2	<p>It was agreed to purchase 300 glowsticks @ £120+delivery+VAT – proposed and seconded by Cllrs Lord F Pennington and A Oulton.</p>
48	<p>Promoting Frodsham</p> <p>CWAC have confirmed that there is no requirement for licenses for installing banners on lampposts as long as they are installed accordance with the current guidance and regulations. The next steps will be to carry out a survey and seek quotations – to be undertaken by the new TC.</p>
49	<p>Events Sponsorship</p> <p>An application had been received from Frodsham Music and Arts Club for support for their 75th Anniversary Event. It was agreed to contribute £200 towards the costs of this event – proposed and seconded by Cllrs Lord F Pennington and A Oulton.</p>
50	<p>Field Rental Applications – None.</p>
51	<p>Clerk’s updates – None.</p>
52	<p>Next meeting - Tuesday 15 January</p>

Meeting ended at 8.30pm.