

Frodsham Town Council



Events Committee

held on Wednesday 23 September at 3.30pm

in the Town Council Office, Castle Park, Frodsham and via Zoom

DRAFT MINUTES

Meeting 7

Attended by: Cllrs J Critchley, D Critchley, R McKeown, P Griffiths, H Hayes, C Ashton

Also attended by: Jo O'Donoghue (Town Clerk) Rev Elaine Atack (St Laurence Church) & 2 members of the public

At the beginning of the meeting the Clerk noted that there was a power outage in parts of Frodsham and that Cllr M Poulton (Chair) was unable to attend. Cllr B Wade was also unable to attend.

Cllr J Critchley (Vice Chair) was appointed Chair of Committee in the absence of Cllr M Poulton

87. Apologies for absence

Noted: None.

88. Declarations of Interest

Noted: None.

89. Minutes of the Meeting 6 held on 13 July 2020

Resolved: It was resolved to approve and sign the minutes of the meeting dated 13th July as a true record.

90. Opportunity for Public to Speak

Noted: 1 member of the public attended and put forward a proposal for a socially distanced children's Halloween event. It was noted that this item has been added to the agenda for the full council meeting to be held on 28th September 2020.

91. Remembrance Day

91.1 **Noted:** The information and guidance provided by Cheshire West and Chester Council to include: the necessity to apply, by 25th September, to CWAC for permission to hold an event (COVID-19 regulations); the necessity to provide a full risk assessment for the event and provision of marshals, signage and sanitizing stations.

91.2 To consider whether FTC are able to meet COVID-19 requirements in order to hold the event this year.

Resolved: It was resolved that FTC are unable to meet the COVID-19 requirements in order to hold the event this year. It was agreed that the Town Clerk will liaise with Frodsham Churches to organise streaming of prayers on Remembrance Day via Facebook and FTC website. It was agreed that the access gates to the memorial for the laying of wreaths will be opened during set times to be booked with the Clerk. Cllrs to be present.

92. Christmas Event

92.1 To receive a report from Cllr J Critchley.

Noted: Cllr J Critchley provided a thorough report and it was noted that a traditional Christmas Festival cannot take place this year due to COVID-19. The Christmas Working Group are looking at ways of improving Frodsham's Christmas decorations to include a decorated tree and banners attached to lampposts. The lights will be switched on but there will be no ceremony. It was noted that there was an Events Committee budget of £6,000 for the Christmas Festival. The Clerk advised that any expenditure over £500 would need to be approved by committee.

92.2 To agree action to be taken.

Noted: The Clerk advised that any expenditure over £500 would need to be approved by committee.

93. New Year's Eve Celebrations

93.1 To note quotation received for a firework display from 7.30pm on 31st December, same format as last year.

93.2 To agree action to be taken.

Resolved: It was resolved to cancel the fireworks display in the light of current COVID-19 advice.

94. Information Leaflet

94.1 To note quotations received for 5000 information leaflets to be delivered quarterly by volunteers from Churches Together.

94.2 To agree action to be taken.

Noted: Item 94 was deferred to a future meeting

95. Clerk's Items

To receive any urgent items from the Clerk and agree any actions to be taken.

Noted: The Clerk noted that the current Events budget is £19,050.

The Festival of Walks Working Group will meet next week

96. Date of Next Meeting

To be confirmed.