

Minutes from the **Events Committee Meeting** held on Tuesday 2<sup>nd</sup> April at 7pm in Gallery 2, Castle Park Arts Centre.

Attended by: Cllrs B Wade (Chair), R Lofts (Vice Chair), P Lowrie.

Also attended by: L Bosman (Administrative Officer).

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### **Meeting 6**

#### **1. Apologies for absence**

To receive apologies and reasons for absence from members.

**RESOLVED:** Apologies were received from Cllr Hayes (annual leave).

Cllr Sumner did not attend the meeting and no apologies were received.

#### **2. Declarations of interest**

To receive declarations of interest from members of the committee on items on the agenda.

**NOTED:** There were no declarations of interest.

#### **3. Public participation**

Members of the public are invited to address the meeting on agenda items in accordance with FTC policy on public speaking at meetings: <https://frodsham.gov.uk/policies-procedures>

**NOTED:** No member of the public attended the meeting.

#### **4. Minutes of meeting held 6<sup>th</sup> February 2024**

To agree and sign the minutes as a true and accurate record.

**RESOLVED:** The minutes of the meeting were unanimously approved and signed.

#### **5. Tree Dedication Event**

To finalise arrangements for the Tree Dedication Event on Wednesday 1<sup>st</sup> May 2024.

**RESOLVED:** L Bosman provided a progress update on the event Preparations and will chase invite responses; refreshments have been arranged with Forest Hills Hotel after the event; Northwich Town Council have been instructed to install the posts and to carry out a grass cut and a general tidy up of the area.

**ACTION: LB**

#### **6. D-Day 80<sup>th</sup> Anniversary Commemorations**

(a) To agree the cost of materials for poppy making.

**RESOLVED:** The Committee agreed to the cost of approximately £120.00 for the materials for poppy making

(b) To agree further actions to be taken.

**RESOLVED:** It was proposed and resolved to: purchase four 'Lamp Lights of Peace' at a cost of £55 to be placed on the four corners of the railings surrounding the War Memorial and be used for other events in the future; to bring the beacon back into FTC's possession and stored for future use; to invite local organisations who have confirmed attendance to read part of the verse prior to the lamp lighting.

**ACTION: LB**

## **7. Halloween Event**

(a) To note that the Halloween event will take place on Saturday 26<sup>th</sup> October 2024.

**NOTED:** The Community Centre has been preliminarily booked for Saturday 26<sup>th</sup> October.

(b) To agree actions to be taken.

**RESOLVED:** It was agreed to contact the Face painters, DJ and a Magician for their availability and a quote.

**ACTION: LB**

## **8. Committee Clerk's Report**

To receive a report from the Committee Clerk.

**NOTED:** There was no further report.

## **9. Date of next meeting**

4<sup>th</sup> June 2024

## **10. Close of meeting**