

Minutes from the **Events Committee Meeting** held on Tuesday 4th February 2025 at 7pm in Gallery 2, Castle Park Arts Centre.

Attended by: Cllr B Wade (Chair), Cllr R Lofts (Vice Chair), Cllr H Hayes, Cllr P Lowrie & L Bosman (Admin Officer & Committee Clerk)

Also attended by: 2 members of the public

Meeting 5

1. Apologies for absence

To receive apologies and reasons for absence from members.

NOTED: There were no apologies for absence.

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: A member of Frodsham District History Society attended and gave an update on the planned re-issue of the booklet which was originally produced 30 years ago for the VE Day 50th Anniversary, to advise that the updated booklet for the 80th Anniversary on 8th May 2025 may not be ready for this date, but hoped that it would be ready for the Festival in the Park.

4. Minutes from the meeting held 3rd December 2024

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

RESOLVED: The minutes were unanimously approved and signed.

5. Finance Report

To note the finance, expenditure and budget reports produced by the Town Clerk.

NOTED: The report was noted.

6. Feedback received for the Care at Christmas cupcake provision

To note the feedback received for the provision of Christmas cupcakes.

NOTED: The feedback was noted.

7. Working Groups

To set dates for the working groups meetings.

RESOLVED: It was resolved to set initial meeting dates for Monday 17th February and Monday 3rd March 2025, to check meeting room availability and make bookings.

ACTION: LB

8. Invites to stakeholders

To identify key stakeholders to invite to working group meetings.

RESOLVED: It was resolved to identify and invite stakeholders to the meetings.

ACTION: LB

9. Easter Trail

a) To note the date of the April Artisan Market of Saturday 26th April.

NOTED: The date of the April Artisan Market was noted.

b) To note that Lisa Cowley of Independent Street is planning an Easter Trail on this date.

NOTED: The planned Easter Trail was noted.

c) To agree action to be taken.

RESOLVED: It was resolved to invite Lisa Cowley of Independent Street to the first working group meeting.

ACTION: LB

10. VE Day Commemoration Event

a) To note the date of VE Day 2025, Thursday 8th May.

NOTED: The date was noted.

b) To agree action to be taken.

RESOLVED: It was resolved to invite representatives from various community groups to attend working group meetings when dates have been agreed.

11. Committee Clerk's report

To receive any additional report from the Committee Clerk.

NOTED: There was no additional report.

12. Date of next meeting

1st April 2025

13. Close of meeting

The meeting closed at 19:32 hrs