



Minutes from the **Events Committee Meeting** held on Monday 3rd November 2025 at 7pm in Gallery 2, Castle Park Arts Centre, WA 6SE.

Attended by: Cllr B Wade (Chair), Cllr R Lofts (Vice Chair), Cllr H Hayes, Cllr J Moorcroft and L Bosman (Assistant Clerk).

Also Attended by: A Trustee from Castle Park Arts Centre.

Meeting 6

1. Apologies for absence

To receive apologies and reasons for absence from members.

RESOLVED: Apologies were received from Cllrs Lowrie and Holman.

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 Trustee from Castle Park Arts Centre spoke on agenda item 5, providing an update on the Arts Centre's recent strategy meeting and the potential fostering of communication and collaboration between the Arts Centre's and Frodsham Town Council's future events.

4. Minutes from the meeting held on 7th October 2025

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

RESOLVED: The minutes from the meeting were approved and signed.

5. Castle Park Arts Centre

To explore ideas and opportunities for collaboration and coordination of events between the Arts Centre and FTC.

RESOLVED: It was agreed to invite a member of the Trustees of Castle Park Arts Centre to Frodsham Town Council's meeting early in 2026 when discussing their plans and compiling a calendar for the year's events.

ACTION LB

6. Food and Drink Festival

To receive a report on the Food and Drink Festival.

RESOLVED: A written report was received on the outcome of the Food and Drink Festival.

7. Food and Drink Festival and Picnic in the Park event Finance Report

To receive and note the Committee report on the financial outcomes of the Food and Drink Festival and the Picnic in the park event 2025.

NOTED: The Finance report was received and noted.

8. Halloween 2025 Report

To receive a report on the outcome of the recent Halloween event.

RESOLVED: A written report was received on the attendance at the event. It was agreed to book the Community Centre as soon as possible for the event in 2026. It was also agreed to discuss at a future meeting the possibility of launching a survey on Facebook to ask for people's views and ideas on the future Halloween events. **ACTION LB**

9. Remembrance Day

To note that all of the preparations for the Remembrance Day Services are in hand and that Forest Hills Hotel have kindly agreed to provide light refreshments again this year after the service on Tuesday 11th November.

NOTED: The preparations were noted.

10. Christmas Festival 2025

To receive a verbal report on how the Frodsham Christmas Festival is coming together and whether they have enough volunteers to host the event, which is scheduled to take place on Saturday 29th November 2025.

RESOLVED: A verbal report was received on the planned events due to take place during the course of the event. Volunteers to assist with manning the road closures were requested.

11. Committee Clerk's report

To receive any additional report from the Committee Clerk.

12. Date of next meeting

Monday 1st December 2025

13. Close of meeting

The meeting closed at 7.40pm