



**Minutes from the Events Committee Meeting held on Monday 26th January 2026 at 7pm in
Castle Park Arts Centre**

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

Also Attended by: Three members of the public and two members of Frodsham & Helsby Rotary Club.

Meeting 7

1. Apologies for absence

To receive apologies and reasons for absence from members.

RESOLVED: Apologies were received and accepted from Cllr A 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 member of the public spoke on the Artisan Market. A member of Frodsham & Helsby Rotary Club spoke on the possibility of combining the Festival in the Park with the Food & Drink Festival. A member of the public asked for any decision on the Artisan Market to be delayed until delegated authority is assigned to the Events Committee at this evening's meeting of Frodsham Town Council. A member of the public spoke on an idea for a possible new event to be held on the date of the Annual Town meeting.

4. Minutes from the meeting held on 3rd November 2025

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

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

5. Calendar of events for 2026

To approve the calendar of events for 2026/27

RESOLVED: The Calendar of community events for 2026/27 with the exception of the Artisan Market was approved in principle.

6. Easter Trail 2026

To consider plans for the Easter event and confirm the agreed process, responsibilities, and requirements.

RESOLVED: It was resolved to run an Easter Trail on Saturday 28th March, using the same method as was used for the previous Easter Trail in 2025.

7. May Event 2026

To consider the addition of a new event to take place in May 2026 and discuss the agreed process, responsibilities and requirements.

RESOLVED: It was resolved to run a medieval styled event on the Saturday of the first bank holiday weekend in May. Cllr Hayes agreed to put a Management Plan together and the Assistant Clerk agreed to contact CW&C to book Castle Park.

ACTION HH/LB

8. Food and Drink Festival 2026

To consider plans for the Food and Drink Festival and confirm the agreed process, responsibilities, and requirements.

RESOLVED: It was resolved to run the Food and Drink Festival again this year.

9. Halloween Event for 2026/27

- a) To note that Frodsham Community Centre was unavailable on Saturday 31st October 2026 so Saturday 24th October 2026 has been booked instead.

RESOLVED: It was resolved to change the format of the Halloween event for 2026 and to defer discussion and a decision on the type of event to replace this with at a future meeting. The Assistant Clerk agreed to cancel the booking at Frodsham Community Centre on Saturday 31st October 2026.

ACTION LB

- b) To note that Frodsham Community Centre has been provisionally booked for Saturday 30th October 2027.

RESOLVED: It was resolved to keep the booking pencilled in for 30th October 2027 with a view to reverting back to putting on the Halloween disco again for that year.

10. Exclusion of Press and Public

To resolve that, in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transactedⁱ.

PART B

11. Artisan Market

To consider market fees to be recommended to full council at the meeting to be held on 26th January 2026 at 7pm.

RESOLVED: It was agreed to defer the matter to the Full Council meeting to be held on 26th January 2026 at 7pm.

12. Date of next meeting

Monday 2nd February 2026

13. Close of meeting

ⁱ <https://www.legislation.gov.uk/ukpga/Eliz2/8-9/67/section/1>