



**Minutes of the Meeting of the Events Committee held on
16th January 2024 at 6.00 p.m.**

PRESENT:

Councillor Jasmine Bennett (Chairman)
Councillor Jared Callear
Councilor Eileen Callear

Councillor Phil Millward
Councilor John Snell
Councilor Phil Millward
Councilor G. Offland Ex Officio

In Attendance

Clerk: Jane Lees

Deputy Clerk Rebecca Cowie

E23/033 APOLOGIES FOR ABSENCE

Councillors C. Hughes and T. King

Cllr. E. Callear proposed, Cllr. P. Millward seconded, all in favour to note the apologies.

E23/034 DISCLOSABLE PECUNIARY INTERESTS

None

E23/035 MINUTES OF LAST MEETING

Cllr. J. Snell proposed, Cllr. J. Callear seconded; one abstain to confirm the minutes of the meeting held on the 21st of November 2023.

E23/036 CHRISTMAS DINNERS

Cllr. G. Offland reported that the venue was not adequately staffed to service the event, which led to the Clerk and Deputy Clerk waitressing for 2 hours each day. It is important to use team members wisely and this was not a good use of that resource. Cllr. G. Offland suggested the use of the Community Centre at the next Christmas Dinner event and to bring caterers in. Entertainment for the event was discussed, with suggestions for a magician or a school choir. Transport provision was problematic in 2023, so further thought will be given to this year's event.

The cost for 2023 was £3700 plus VAT with £750 paid in ticket sales.

E23/37 CHILDRENS CHRISTMAS PARTY

Cllr. E. Callear reported that the Christmas Party was paid for by Pride funding from Cllr. A. Jhawar, Cllr. G. Offland and Cllr. E. Callear at a cost of £876. The funding went partly towards Father Christmas and Elf costumes that can be reused multiple times. Cllr. E. Callear stated this was a first event of this kind and was trial and error, but it had been very successful, and we can build on this event in the future. Cllr. P. Millward stated the entertainer was extremely good and should be used



again next time. Discussion was held over charging for tickets, although it was felt that even £1 per ticket may exclude some residents. Providing craft workshops and holding it over 3 weekends this year was also discussed.

Cllr. E. Callar proposed, Cllr. G. Offland seconded, all in favour to re book the children's entertainer for this year, and for the Clerk to gather quotes for caterers for the Christmas meal.

E23/038 EVENTS 2024

Councillors discussed holding a combined Summer Fete and D. Day commemoration event, with an old fashioned sports day and crafts. It was agreed to hold this event at Leegate Centre this year. The Clerk reminded the Committee that owing to a change in staffing the Clerk and Deputy Clerk will be unable to organise any events for the foreseeable future. Cllr. G. Offland suggested each event to be allocated to a committee member to organise. Cllr. P. Millward suggested bringing this matter to the full Council to get all Councillors involved. Cllr. J. Bennett volunteered to compile a spreadsheet to assist in organisation. The Committee agreed to hold a meeting in September to arrange the Remembrance Sunday Parade, then invite key people to a meeting in October to finalise arrangements.

Cllr. E. Callear proposed, Cllr. G. Offland seconded, all in favour to hold the following events with budgets in 2024.

- Easter Egg Hunt –Pride Funding**
- D.Day/Fate - £8500**
- Halloween Event - £1000**
- Remembrance Day Parade - £1500**
- Christmas Dinners - £4000**
- Children's Christmas Party - £1000**

E23/039 DATES FOR NEXT MEETINGS

- Full Council Tuesday 6th February 7 p.m.**
- Events Committee 20th February 6pm.**
- Finance and G. P. Committee Tuesday 20th February 7 p.m.**

E23/040 EXCLUSION OF THE PRESS AND PUBLIC

None



Chair closed the meeting at 7.00pm

Signature of Chair.....