

**MINUTES OF A MEETING OF THE EVENTS COMMITTEE OF FEATHERSTONE TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, OLD TOWN HALL, FEATHERSTONE ON 11<sup>TH</sup> NOVEMBER 2015 AT 6PM.**

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**Present:** Councillor K Hollis, Councillor G Isherwood, Councillor S Vickers (Chair) and Councillor J Wright.

**In Attendance:** Sue Coles (Town Clerk), Councillor M Isherwood, Councillor M Tennant-King (Mayor), Councillor R Martindale, and Councillor R Taylor.

**213/15 WELCOME & APOLOGIES**

Councillor C Tennant.

**214/15 MEMBERS DECLARATIONS OF INTEREST**

None were declared.

**215/15 PUBLIC PARTICIPATION**

The meeting is to be opened for the public to address Members on matters relevant to the business of the committee. However residents cannot take part in the main proceedings of the meeting, this is strictly limited to Councillors.

**216/15 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

To consider, if thought fit, a resolution under the terms of the Public Bodies Admission to Meetings Act 1960 that the press and public be excluded from any part of the meeting by reason of the confidential nature of the business being transacted.

**217/15 MINUTES OF THE EVENTS COMMITTEE HELD ON THE 10<sup>TH</sup> JUNE 2015**

It was

**RESOLVED:** That the minutes of the Events Committee meeting held on the 10<sup>th</sup> June 2015 at 6pm, Minute numbers 18/15 to 35/15 be approved.

**218/15 MINUTES OF THE EVENTS 2015 WORKING PARTY MEETINGS:**

- a) 25<sup>th</sup> June 2015, b) 17<sup>th</sup> September 2015, c) 1<sup>st</sup> October 2015, d) 15<sup>th</sup> October 2015, e) 23<sup>rd</sup> October 2015, f) 6<sup>th</sup> November 2015.

It was

**RESOLVED:** That the minutes of the Events 2015 Working Party meeting a) to f) above and the decisions and recommendations contained therein are approved and signed by the Chairman of this Committee.

(The following item No.9 was brought forward on the agenda)

**219/15 PARADE & ROAD CLOSURE**

The road closure for the Christmas Light Switch On has been applied for, WMDC will process our request in the usual way by circulating details to the police, fire service etc. at the beginning of November if no objections are received the order should be sealed later in the month. If the Safety Advisory Group has any concerns with our application they will contact us direct. Highways have informed the Town Council that representatives need to be qualified in the National Highways Sector Scheme 12DT1 in order to comply legally with the road closure on the 25<sup>th</sup> November. Training has therefore been arranged for maximum of twelve people on Saturday 21<sup>st</sup> November in the Town Hall.

It was

**RESOLVED:** That the costs of training are approved and that the following people attend: Councillors' Vickers, G Isherwood, Tennant, Taylor, Mr D Argent, Mr J King and Mr T Dunn from Media Events and two staff members.

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**220/15 ALLOCATION OF DUTIES TO MEMBERS FOR THE ABOVE EVENTS**

A list was circulated listing the various event duties which Members were allocated to reduce queries on the day. Members noted the report.

**221/15 RISK ASSESSMENTS**

The following risk assessments were presented to the meeting:

- a) Christmas Light Switch On b) Santa's Day c) Civic Carol Service

These documents contain all the contact details for service providers, entertainers and emergency services for Members' information on the day. It was

**RESOLVED:** That the documents be approved.

**222/15 POLICING FOR THE PARADE**

The Police will not be in attendance. Members noted.

**223/15 COMPARISON OF TRADER CHARGES AT EVENTS**

A list of current and comparison charges to traders at events was distributed to Members.

It was

**RESOLVED:** That the charges to the Fair should be increased to £100 for the Switch On Event The charges for the Gala should be referred to the Administration & Finance Committee.

**224/15 CHRISTMAS TEA DANCE THURSDAY 10<sup>th</sup> DECEMBER AT 4PM**

Please note the date, tickets will be on sale shortly at £4.00 and Mr & Mrs Herries have been booked for the music. It was agreed that Councillor R Taylor would provide a sing-a-long and Councillor G Isherwood would provide Santa.

**225/15 EVENTS 2016 - HM THE QUEEN'S 90TH BIRTHDAY 2016**

The Queen is 90 years old on the 21st April 2016. In May plans have been unveiled for a four night event between 12th and the 15th May in conjunction with the Great Windsor Horse Show. On Friday the 10th June 2016 a service of thanksgiving attended by the Queen and Duke of Edinburgh will be held at St Paul's cathedral. On Saturday the trooping of the colour ceremony, also known as the Queen's birthday parade will be staged in Horse Guards Parade. On Sunday 12th June a street party is to be held in the Mall.

It was suggested that the Town Council organise an April or June Tea Dance and that a competition be organised for a printed birthday card. This is to be discussed further at a January 2016 working party meeting.

**226/15 FEATHERSTONE TRAIL**

It has been suggested that a list of walks and trails around Featherstone would help to promote the area in conjunction with information on the website with a list of 'points of interest' and photographs. Members decided that this would be an ongoing project and Councillor Vickers suggested that a booklet be produced. Members were asked to submit photographs and articles. It was

**RESOLVED:** That Mr Townend (On Screen) be approached to ascertain the development of the website and suitable photographic material.

**227/15 Urgent Business for Discussion.**

Councillor G Isherwood asked that the weeds at the top of the wall surrounding the Old Town Hall be removed.

The meeting closed at 6.46pm.