

BRIDGNORTH TOWN COUNCIL**Minutes of the Events & Christmas Committee Meeting
held in the Mayor's Parlour, College House on Tuesday 5th March 2019 at 5.00pm**

Present: Councillors, Ms S Barlow, Mrs S Stevens, R Whittle OBE,
B Davies, Councillor C Lea, D Mansfield

In Attendance: L Jakeman, Town Clerk
Mrs A Kendrick, PA to the Town Clerk

Absent: Councillor Mrs C Baines MBE
A Brown, Shropshire Fire and Rescue

DRAFT UNTIL SIGNED AT A SUBSEQUENT MEETING**0546/1819 APOLOGIES FOR ABSENCE**

Members accepted the following apologies for absence:

Councillor Dr J Buckley	Personal Commitment
Councillor Mrs J Onions	Unwell
Councillor Mrs C Walden	Apologies Sent
Mrs G Bailey	Work Commitment
Rev. Preb. Cawdell	Work Commitment
Mrs S Themans	Work Commitment

0547/1819 DECLARATIONS OF INTEREST

There were no declarations of interest.

0548/1819 PUBLIC QUESTION TIME

There were no public questions.

0549/1819 MINUTES

Councillor C Lea arrived at this point in the meeting.

- i) Minutes of the Events & Christmas Committee meeting held on 29th January 2019

RECOMMENDED: that the minutes of the Events & Christmas Committee meeting held on the 29th January 2019, having previously been circulated, be signed by the Chairman as a true record.

i) Carnival Royalty

Members considered a report from the Town Clerk regarding the criteria and selection process for the Carnival Royalty.

RECOMMENDED: that the application process and ceremony arrangements remain unchanged from last year, with the date selection and organisation being delegated to the Town Clerk, with the Chairman to provide oversight.

Clerk's note: Members agreed to contribute towards advertising of the opportunities available for becoming a member of the Carnival Royalty.

ii) Outline Programme

Members considered a report from Mrs A Kendrick regarding the format of the event, which included an indicative budget vs costs summary.

Members noted that the expenditure was not exact, but provided an overview of the anticipated costs for each feature of the event to prevent the need to bring each item back to full Council for approval.

RECOMMENDED: to:

- To agree outline plan as discussed.
- To agree an end time for the Carnival of 7pm.
- To agree that the format and fees, including deposits, remain unchanged from 2018.
- To delegate to the Town Clerk the authority to make the necessary Carnival related contractual arrangements within the budget - Nominal Ledger 4650 (£8,000) in consultation with the Chairman.

Councillor Mrs S Stevens updated members on the current sponsorship for the Carnival Royalty and it was agreed that investigations into a prize for the Carnival Princes would continue.

iii) Carnival Open Meeting

At the meeting held on 29th January 2019, Members

RECOMMENDED: that Town Clerk organises an open meeting to encourage/ explore the possibility of wider community engagement in the structure, organisation, delivery and shaping of the carnival.

Members were therefore asked to agree two dates for a meeting (to capture as many interested parties as possible).

RECOMMENDED: that two open meetings to discuss the Carnival are arranged for:

- Wednesday 3rd April – 1.30pm – 2.45pm - Community Hall, Severn Street
- Thursday 4th April – 7pm – 8.30pm - Castle Hall