



22nd January 2020

A meeting of the **EVENTS & CHRISTMAS COMMITTEE** will be held in the Annexe, College House, St Leonard's Close, Bridgnorth on **Tuesday 28th January 2020 at 5.00pm**, when Members are summoned to attend.

Yours sincerely

Ashley Kendrick
For the Town Clerk

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AGENDA

1. Apologies for absence

Members are asked to receive apologies for absence for this meeting

2. Declarations of Interest

To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012

Members are reminded that should you declare a pecuniary interest at a meeting, it is your responsibility to inform the Monitoring Officer.

3. Minutes

- i) Members are asked to confirm the minutes of the Events & Christmas Committee meeting held on Monday 21st October 2019.
(EVCH/02/1920 on the Town Council website)

4. Public Question Time

5. Christmas Lighting Up Night

i) Feedback

Members are asked to provide written feedback at the meeting.

ii) Date for 2020 Event

Members are asked to consider a recommendation to hold this year's Christmas Lighting Up Night on Friday 20th November 2020 from 4pm – 8pm in Bridgnorth High Street.

6. Bridgnorth Town Carnival

Members are reminded that the event will take place on Sunday 28th June 2020 (as per minute no. 0256/1920).

i) Contingency Plan

At the last committee meeting held on 21st October 2019, Members requested that a contingency plan for 2020's event be discussed at this meeting.

Members are therefore asked to consider a proposal that the event goes ahead on a reduced scale at a later date in either the Castle Grounds or Castle Hall, dependent on weather conditions.

ii) Marching Band

Members are asked to note that a quote has been received for £350 from local drumming group, Broseley Beats, to lead this year's Carnival procession. Event Organiser is minded to accept the quote.

iii) Fees

Members are asked to agree the following fees:

- Bars – deposit of £100 plus 20% of takings (taking deposit into account)
- Caterers/Soft drinks – deposit of £50 plus 20% of takings (taking deposit into account)
- Funfair, Inflatables etc) - £50 plus 20% of takings (taking deposit into account)
- Commercial Stalls including Facepainting, Glitter Art, Balloons, Hair Wrapping etc - £40.00 plus VAT (£48.00 total)/ Double stalls £80 plus VAT (£96.00 total)
- Charity/Community Group Stalls – minimum donation of £15.00 per single pitch

7. Teddy Bears' Picnic

Members are asked to consider a recommendation to hold this year's Teddy Bears' Picnic on Wednesday 22nd July from 11am – 2pm in the Castle Grounds.

8. VE Day

At the Town Council meeting held on 19th November 2019, in minute number 0313/1920, Members:

RESOLVED:

To make grant funding available to Bridgnorth community groups and organisations to contribute to events that seek to mark the 75th Anniversary of VE Day.

(Clerk's Note: a figure of £2k was identified as being required to be added to the 2020/21 budget)

And

To form a panel of 3 to consider and approve any such grant funding applications (The panel to include the current Chair and Deputy Chair of the Town Council's Events Committee).

Members are therefore asked to note the report circulated to full Council in November and consider the application forms and process for VE Day grant funding, together with draft poster.

(Appendix A on the Town Council website)

9. Bridgnorth Lions Duck Race

The Town Council has been approached by Bridgnorth Lions to seek their thoughts on a potential road closure of the bridge (Low Town) for one hour on Bank Holiday Monday, 13th April, from 1.30pm – 2.30pm. This is for spectator safety at their Duck Race which proved extremely popular at its inaugural event in 2019.

Members are asked to note that Dave Mansfield of Shropshire Council has already been consulted.

10. Announcements/Correspondence

Members are asked to receive correspondence regarding Events matters sent to the Town Council prior to the meeting.

Membership: Councillors Ms S Barlow (in the Chair), Mrs C Baines MBE, Mrs S Stevens, R Whittle OBE.

Co-opted Members: Rev. Preb. S Cawdell, D Mansfield, Councillor C Lea, B Davies, Mrs V Hayward, Mrs C Sharplin, Ms L Dams, Mrs S Themans