

BRIDGNORTH TOWN COUNCIL

**Minutes of the Events & Christmas Committee Meeting
held in the Mayor's Parlour, College House on Tuesday 28th January 2020 at 5.00pm**

Present: Councillors Mrs C Baines MBE, Ms S Barlow (in the Chair),
B Davies, D Mansfield, P Randell, Rev S Cawdell,
Councillor C Lea, H Davies (in part).

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

Absent: Ms L Dams
Mrs C Sharplin

0379/1920 **APOLOGIES FOR ABSENCE**

Members noted the following apologies for absence.

Councillor S Stevens – personal commitment
Councillor R Whittle OBE – personal commitment
Mrs V Hayward - unwell
Mrs S Themans – work commitment

0380/1819 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

0381/1819 **MINUTES**

- i) Minutes of the Events & Christmas Committee meeting held on 21st October 2019.

Members noted that the letter drop to local residents and business was focussed around the High Street.

RECOMMENDED: that the minutes of the Events & Christmas Committee meeting held on the 21st October 2019, having previously been circulated, be signed by the Chairman as a true record.

0382/1920 **PUBLIC QUESTION TIME**

There were no public questions.

0383/1920 **CHRISTMAS LIGHTING UP NIGHT**

i) Feedback

Overall, feedback had been extremely positive and the support from volunteers was praised.

Members were advised that a request had been received to reinstate the entertainment suitable for teenagers, such as the large funfair ride. Concern was raised that this may escalate the difficulties with antisocial behaviour which have significantly reduced over the past two years when the ride has not been in situ.

Members noted the increased police presence and committee members expressed their gratitude.

ii) Date for 2020 Event

RECOMMENDED: that this year's Christmas Lighting Up Night takes place on Friday 20th November 2020 from 4pm – 8pm in Bridgnorth High Street in the same format as the 2019 event.

0384/1920 **BRIDGNORTH TOWN CARNIVAL**

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

i) Contingency Plan

Members considered 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.

The Town Clerk expressed concerns regarding staff requirements/costs should two dates be set as this restricts staff leave periods.

It was felt that securing a date for a smaller scale event gave participants advanced notice to secure vehicles/stock and shows the Council's acknowledgement of the work involved in participating.

RECOMMENDED: that a provisional date of Sunday 20th September 2020 be agreed for a reduced scale event, as in 2019, should the June event be cancelled due to adverse weather.

ii) Marching Band

Members noted that a quote had been received for £350 from local drumming group, Broseley Beats, to lead this year's Carnival procession and that the Event Organiser was minded to accept this quote. Members were in agreement that an order be placed for them to perform.

RECOMMENDED: that the Event Organiser accepts the quotation from Broseley Beats for £350 to lead the Carnival procession.

iii) Fees

RECOMMENDED: that the following fees for the 2020 Carnival are agreed:

- 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

0385/1920 **TEDDY BEARS' PICNIC**

RECOMMENDED: that the Teddy Bears' Picnic take place on Wednesday 22nd July 2020 from 11am – 2pm in the Castle Grounds.

0386/1920 **VE DAY**

Members noted the report which was previously circulated to full Council in November regarding making £2,000 of grant funding available for community groups and organisations to mark the 75th Anniversary of VE Day on or around 8th May 2020.

It was agreed that the closing date for applications would be 28th February 2020 with grant funding applications being informed on 9th March 2020.

RECOMMENDED: that the application forms and process for VE Day grant funding, together with poster, be approved and published.

FURTHER RECOMMENDED: that Councillors S Barlow, S Stevens and Mrs V Hayward be appointed to the grants panel to consider and approve any such grant funding applications.

0387/1920 **BRIDGNORTH LIONS DUCK RACE**

Members were advised that 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 Races which proved extremely popular at its inaugural event in 2019.

Members noted that Dave Mansfield of Shropshire Council has already been consulted.

Mr H Davies arrived at the meeting and gave an overview of the Lions' plans for the event and was shown various traffic management plans should the road be closed.

RECOMMENDED: that the Town Council has some reservations in closing the bridge as it will require a significant diversion route to be drawn up. A more appropriate solution might be to have an increased marshalling presence and seek advice from Highways as to how to achieve a safe event with a lighter touch traffic management scheme.

0388/1920 **ANNOUNCEMENTS/CORRESPONDENCE**

Members noted an email had been received from committee member Mrs S Themans containing feedback from retailers on events and the loss of events in the town.