

BRIDGNORTH TOWN COUNCIL

**Minutes of the Events & Christmas Committee Meeting
held in the Mayor's Parlour, College House on Tuesday 21 Sep at 6.30pm**

Present: Councillors
Connolly (Chair)
Aked
Barlow
Wellings

In Attendance: L Jakeman, Town Clerk

(Draft until signed at a subsequent meeting)

0162/2122 **APOLOGIES FOR ABSENCE**

Members noted the following apologies for absence:

Councillor Colley - family commitment
Councillor Seabright - unwell

0163/2122 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

0164/2122 **PUBLIC QUESTION TIME**

There were no members of the public present.

0165/2122 **PREVIOUS MINUTES**

RESOLVED to approve the minutes of the Events & Christmas Committee meeting held on Tuesday 27th July 2021.

0166/2122 **Funfairs on Severn Park**

Members considered the guidance provided by the clerk regarding bookings of funfairs.

RESOLVED to delegate to the Town Clerk the decision of whether to approve applications for the use of Severn Park, who should however look to obtain a view of the committee if time allows through the normal course of committee meeting activity. Where there is an overriding urgent need for a decision the committee would expect the Town Clerk to confer with the Chair of the Events & Christmas Committee before reaching a decision.

0167/2122 **Christmas Lighting Up Night**

Members reviewed the progress and the arrangements to date and reviewed the projected spend. Members noted that the cost for the stage and security were above that anticipated. However, the current budget would likely be sufficient if all other anticipated costs were as predicted.

Members had previously received an indicative project plan and were content that all matters were on track.

A number of members had taken the opportunity to attend and internal staff meeting on the topic on Fri 10Sep and felt suitably informed.

With regard to who should switch on the lights, members **RESOLVED that the Chairman of the committee identify a suitable individual that might best represent the Town by switching on the lights.**

0168/2122 **Remembrance Sunday**

Members considered notes of a meeting held with the RBL and content with the slightly revised format of the parade; starting at Northgate and finishing at the Castle Grounds intime for the act of remembrance by the war memorial at 11am.

RESOLVED that a final planning meeting be held in October with representatives from the Royal British Legion and RAF Cosford, Rev'd Cawdell, Town Council officers and any available members of the Events & Christmas Committee (date tbc).

0169/2122 **Noise Control**

Members considered a proposal from Cllr Wellings that The Committee discuss and consider obtaining a portable sound limiter for use in Town Council grounds and properties during events.

While members felt that there was some merit in the proposal they were minded not to commit until some further information was provided mainly around the practicality of its use. Members asked that the Clerk and Councillor Wellings produce some further detail before bringing the matter back to the committee.

0170/2122 **CARNIVAL**

Members noted a report suggesting that reasonable progress was being made and considered the recommendations within.

RESOLVED:

- i) **That the Council gives support and guidance to the group which will likely include:**

Sharing of risk assessments and method statements.

Guidance on insurance requirements.

Guidance on submitting a formal road closure.

Sharing details of event and activity providers.

Lending bunting and marker posts used to mark out the site.

Increasing the Town Council mobile toilet provision over the day of the event.

Permitting some free of charge room hire for meetings.

And

- ii) **To nominate Cllrs Barlow, Colley and Connolley (subject to the Community Group being agreeable) to attend meetings with the management committee and any meetings of the wider membership as Town Council representatives.**

0171/2122 **HM QUEEN ELIZABETH PLATINUM JUBILEE (2022)**

Members were keen that the Town Council should co-ordinate an event to mark the date. Members did note that the Carnival is scheduled to take place on the same weekend but felt that there should be some alternative celebration.

The Committee agreed that Councillor Connolly and Barlow were best placed and able to come up with a suitable event (perhaps in conjunction with another community group).

Members were of the view that an event would need some additional funding and **RESOLVED: That a figure of up to £1,000 should be recommended to the Full Town Council to be set aside in next year's budget to contribute to such an event.**

0172/2122 **MEETING DATES**

Members agreed that a further meeting would be needed prior to the Christmas Light switch-on event however, a suitable date would be set once there had been some more progress on some aspects of the project plan.