

BRIDGNORTH TOWN COUNCIL

**Minutes of the Events & Christmas Committee Meeting
held in the Mayor’s Parlour, College House on Wednesday 24th November at 6.30pm**

(Draft until signed at a subsequent meeting)

Present: Councillors

- Connolly (Chair)
- Aked
- Barlow
- N Cooper
- Seabright
- Wellings

In Attendance: L Jakeman, Town Clerk
 R Williams, Deputy Town Clerk
 E Overton, Outdoors & Properties Administrator

0245/2122 **APOLOGIES FOR ABSENCE**

Nil

0246/2122 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

0247/2122 **PUBLIC QUESTION TIME**

Question received Ms T Brunner

I would ask the Council to consider actually switching on the Christmas lights to enliven the town *during the day* - maybe from 11a.m.? From observation, the older generation, and young families, will do their shopping - or just walk out for exercise and maybe a chat - before dusk, which I think is about the time the lights come on? So many will miss the sight and the pleasure. And visitors to Bridgnorth would surely enjoy that pleasure. Earlier lighting up was put forward last year, and the response was that 'shopkeepers didn't think it worthwhile'...*what about the shoppers?* Surely if you lift the spirits of townsfolk and visitors - they may be encouraged to spend more? Let's lift everyone's spirits anyway, and show off the work involved!

Response

Thank you for your question. The point made seems to be wholly reasonable and the committee will give the matter serious consideration.

0248/2122 **PREVIOUS MINUTES**

RESOLVED to approve the minutes of the Events & Christmas Committee meeting held on Tuesday 21st September 2021.

0249/2122 **CHRISTMAS LIGHTING UP NIGHT**

Members discussed the event and were of the general view that the event well and as planned. The officer responsible for the coordination of the event provided a summary of an internal review of the event that included a number of points that can be refined. There being no major matters of concern the normal planning process of the event which should begin in the spring of 2022.

0250/2122 **CHRISTMAS LIGHTING INFRASTRUCTURE**

Members welcomed a representative from Lightwire-Electrical (the Town Council's contractor for the installation of the Christmas Lights) who provided an overview of the general condition of the infrastructure, some of which was in need of updating. It was estimated that the cost of replacement fixtures and fittings to maintain the current lighting scheme over the course of the next 3 years was in the region of £5K

0251/2122 **REMEMBRANCE SUNDAY**

Members reviewed the event and were of the opinion that while it had been successful there were some modifications required and clarification of procedures needed amongst the organisers. As a result, members asked that formal planning meeting for next year's event be held in February 2022 with the Committee of the Royal British Legion.

0252/2122 **CARNIVAL 2022 – UPDATE**

Cllr Barlow had attended some initial meetings of the volunteer group and briefed members verbally. Members asked that the Town Clerk contact the organiser to arrange a briefing to members in January 2022. (The Carnival is schedule to be held on Friday 3rd June).

0253/2122 **HM QUEEN ELIZABETH II - PLATINUM ANNIVERSARY**

Cllrs Barlow and Connolly advised members that they are in the process of planning an event on Saturday 5th June 2022 that would compliment the carnival event being held on the previous day. They noted that there would need to be some funds set aside to fund the event.

0254/2122 **BRIDGNORTH WALK 2022**

Members noted an application from the Bridgnorth Lions Club to use the Town Hall for their Annual Walk and Marathon which is due to take place on 2nd May 2022.

RESOLVED to waive the standard booking fee (£77) for the Bridgnorth Walk scheduled for 2nd May 2022.

0255/2122 **BUDGET 2022/23**

Members considered whether to make any recommendations to the Town Council relating to the budget for 2022/23 on items that fall within the remit of the Committee.

RESOLVED That the Town Council budget for 2022/23 should include

i) **£2.5k to effect essential repairs to the current lights in FY 2022/23.**

And

ii) **At least £1k to support an event related to the Platinum Jubilee**

0256/2122 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT**

RESOLVED in terms of Schedule 12A, Local Government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters and it is, therefore, **RESOLVED** that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.

(Clerk's note: While the discussions are confidential the decisions made are documented for the public record)

0257/2122 **CHRISTMAS LIGHT CONTRACT TENDER**

RESOLVED to approve the draft Tender documents and timetable for the installation of the Christmas Lighting Infrastructure.

0258/2122 **COMMERCIAL HIRE OF SEVERN PARK**

Members considered an application for a large-scale commercial event(s) on Severn Park in 2022. Members noted that the applicant is seeking to hold an event on 3 different occasions (during the day) from April through to August 2022 and that while they were generally supportive the application had prompted a number of comments.

Members were of the view that whilst an event on 24th April and 3rd August might be accommodated it was not appropriate to authorise an event on 1st June due to its close proximity to the date of the carnival (3rd June).

Members were also of the view that there would need to be further discussion around the logistics of the event, including: controlling of noise levels, ensuring sufficient parking for those taking part in the event and still allowing for reasonable access to regular users of Severn Park (rowing club canoeists, dog walkers etc) as well as the impact on concession holders.

Members were of the view the current fee structure for the rental of Severn Park for large scale commercial events that sort to use a significant proportion of the site is inappropriate and that the fee should be 'by negotiation' and dependent upon the impact the event has on the site, the area required and the resources required by the Town Council to facilitate the event as well as the Town Council being able to take advantage of realistic commercial opportunities.

RESOLVED

- i) To recommend that the Town Council Fees for the Commercial Hire of Severn Park are inappropriate and should be decided 'by negotiation' with that responsibility being delegated to the Town Clerk in consultation with the Chair of the Events & Christmas Committee and/ or The Mayor.**
- ii) To approve in principle the use of Severn Park for large scale commercial activity on 24th April and 3rd August 2022.**
- iii) To delegate responsibility to approve the events to Town Council officers who should satisfy themselves that the event can be held safely and with due consideration to the impact on Severn Park and its neighbours.**
- iv) (Subject to point i above being approved by Town Council) To delegate to the Town Clerk to negotiate an appropriate fee for the event(s)**

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