

BRIDGNORTH TOWN COUNCIL

Minutes of the meeting of the Events Committee held in the Annexe, College House on Monday 5th September 2022 at 6.30pm.

Present:

Aked
Baines MBE
Connolly
Wellings

In Attendance:

Mrs R Williams, Interim Town Clerk
Miss E Overton, Cemetery, Property and Grounds Administrator
Miss A Plimmer, Business Administrator

1 member of the public

0130/2223 APOLOGIES FOR ABSENCE

The following apologies were noted:

Councillor N Cooper – Alternative commitment
Councillor S Barlow – Personal commitment

0131/2223 DECLARATIONS OF INTEREST

Nil

0132/2223 PUBLIC QUESTION TIME

Members noted the written response, from the Town Clerk, sent to Mr Ireland, following his public questions from the meeting held on Monday 6th June 2022:

‘At the Events Committee meeting on 6th June 2022 you asked the following during the public session of the meeting, relating to the Christmas Lighting Contract and its installation and dismantlement:

- *Can residents and business that have wall fixings for the support wires please be notified in advance of putting up and taking down the lights?*
- *A note through the letterbox should suffice.*
- *Also, any other things to be fixed or removed outside their homes or businesses such as bunting.*
- *It is rather alarming to have a cherry picker with a man in hi-vis clothing appear at your first or second floor window unannounced.*

- Also, when work is being carried out like this can the DLF or contractors please be mindful of litter?
- After removing the Christmas lights in January there were hundreds of cut cable ties all over the High St. A particularly nasty form of litter.
- For external contracts can this please be included as a standard clause in terms of contract?
- At the meeting the Clerk was asked to consider the questions and provide a written response prior to the next meeting.

In response to your questions, I offer the following reply:

- We will look to undertake reasonable steps to notify residents when the lights are being put up and being taken down.
- I regret that it is not possible to identify precisely when such activity takes place, as it takes place over a number of days and in part on an opportunity basis. Access to some fixings is dependent on suitable access and while the contractor might intend to undertake installation of a section of the lights on a particular day it might well be that parked vehicles mean that access is denied. The contractor will then need to modify the installation plan at the time to ensure that the manpower and equipment being used does not sit around idly and incur additional cost to the Town Council.
- With regard to the cable ties being on the High Street, we will inform the contractor of the matter and ask that they make all reasonable efforts to minimise litter.
- Finally, I am not sure that we can simply have a 'standard clause' in all external contracts. However, each contract we engage in should have some consideration of such things e.g. grounds contracts for the installation of play equipment and similar do usually have within the specification 'to make good the site at the end of the project'.

0133/2223 **MINUTES**

It was proposed by Councillor Wellings, seconded by Councillor Aked and unanimously

RESOLVED: To approve the minutes of the meeting of the Events Committee held on Monday 6th June 2022.

0134/2223 **CHRISTMAS LIGHTS SWITCH ON**

Members received and considered a report with updates on the planning of this event and noted that a meeting is taking place on Wednesday 7th September with the business owners of Central Court to discuss the plans for there.

0135/2223 **REMEMBRANCE SUNDAY**

Members received a verbal update regarding the meeting held earlier in the day to discuss the planning arrangements for Remembrance Sunday. Timings and responsibilities were confirmed, and it was decided that the road closure should be extended to Whitburn St to allow for the parade to form there.

0136/2223 **TEDDY BEARS PICNIC 2023**

Members considered a report. It was proposed by Councillor Aked, seconded by Councillor Wellings and unanimously

RESOLVED: To recommend to Town Council to reinstate the Teddy Bears Picnic for 2023.

0137/2223 **ROAD CLOSURES FOR EVENTS IN BRIDGNORTH**

Members received a verbal update regarding the road closure for the Italian Auto festival taking place on the High Street on the 11th September 2022. Concerns were raised over the distribution of letters as some residents on the High St, Cartway and Friars St have not yet received communications regarding the arrangements and road closures for this event.

It was proposed by Councillor Aked, seconded by Councillor Wellings and unanimously

RESOLVED: To suspend Standing Orders to allow a member of the public to speak.

Mr Ireland stated he had received a letter the previous day.

It was proposed by Councillor Aked, seconded by Councillor Wellings and unanimously

RESOLVED: To reinstate Standing Orders.

0138/2223 **REVIEW OF COMMERCIAL/OUTSIDE BODIES USE OF TOWN COUNCIL LAND**

Members received a report regarding the use of the Severn Park Slipway. It was proposed by Councillor Baines, seconded by Councillor Connolly and unanimously

RESOLVED: To recommend to Town Council to approve the Slipway permit scheme and set an annual fee of £500 to commence April 2023.

0139/2223 **CARNIVAL 2022**

Members considered a report reviewing the income and expenditure for the 2022 Town Carnival in relation to Grant Funding from Bridgnorth Town Council. It was proposed by Councillor Connolly, seconded by Councillor Aked and unanimously

RESOLVED: To suspend Standing Orders to allow a member of the public to speak.

Mr Ireland stated the cost of the bunting purchased by the Town Council was £1,108.

It was proposed by Councillor Connolly, seconded by Councillor Aked and unanimously

RESOLVED: To reinstate Standing Orders.

It was proposed by Councillor Connolly, seconded by Councillor Aked and unanimously

RESOLVED: To recommend to Town Council to ask the Town Carnival Committee to return £3,552 to the Town Council, represented by:

£1,972.64 (The difference between the grant given and grant required. The original grant of £5,000 would have funded 50% of the expected expenditure, however this amounted to £6,054.71 in actuality. Therefore 50% of the actual expenditure is £3,027.36 and the difference between this and £5,000 is £1,972.64)

£205.50 (50% of the additional waste removal costs incurred by the Town Council.)

£1,373.93 (The Town Council requires compensation for the expenditure incurred by the last-minute erection of bunting along the High Street. This includes the purchase of the bunting, time spent putting it up and hiring of equipment needed to put it up and take it down.)

0140/2223 **QUEENS BATON RELAY**

Members received a verbal update reviewing the Queen's Baton Relay that took place on the 23rd July 2022.