

Middlewich Town Council

Events and Communications Committee

Minutes of a Meeting of the Town Council's Events and Communications Committee, held in Victoria Building on Wednesday 6 Sept at 5.30pm

PRESENT; Councillors J Eaton, C Bulman, P Farrell, DJ Latham, K Kingston, B Walmsley

In attendance Town Clerk JPA Williams and Events Manager D Thompson

APOLOGIES; Councillors S Moss, S McGrory

DECLARATIONS OF INTEREST

The Events Manager declared an interest with regards to issuing contracts for catering at any Town Council Event, as the partner of N Tufft, the owner of the business 'Just Thai Kitchen'

Cllr P Farrell declared an interest with regards to Victoria Hall

MINUTES Resolved

That the Minutes of the Meeting held on Wednesday 5 July be received as a correct record

Election of 2017/18 events committee chair and vice chair

Cllr J Eaton was elected committee chair

Cllr D Latham was elected vice chair

FAB 2017 Budget- the town clerk presented an updated income/expenditure account. This was not complete as there were a number of transactions still to account for including Performing Rights Society. Early indications suggested that the event had more than broken even.

Cllr D Latham expressed his frustration re invoicing the Business Support Scheme Sponsors and requested a review of procedure. Cllr J Eaton agreed this needs to be addressed urgently

Cllr Walmsley requested this be highlighted in the event action plan

FAB Volunteers thank you- a provisional date of 15 Nov was agreed/venue tbc

It was also agreed to combine this with an open evening, for anyone to come and volunteer and/or to discuss their ideas re future festivals The events manager will establish a 'festival working group' and will report back to the committee when progress is made

It was also agreed for the volunteers 'thank-you event' next year to happen asap after the festival

Middlewich Classic Car & Bike Show 10th Anniversary 15-16 July- the financial report was received showing the event to be within budget

Cllr Latham wished to thank the events manager and car and bike club members Jim Bean and Stephen Dent for their continued work to stage this event

Roman Festival 9-10 Sept- the event plan was received and the events manager asked again for volunteers to help at the event

Any Other Business-

The events manager presented a bullet point request for next year's FAB Festival;

Festival logo to include 'Middlewich' so the logo will read Middlewich FAB Festival- agreed

Main stage headline artist- keep to this year`s budget and book before Christmas- agreed
Recommended artists to be considered/agreed at the next meeting

Marketing- to reduce the marketing budget for 2018. Percentage tba. Agreed
Cllr J Eaton to speak with Bare Bones

Managed Zones- reduce same to help make the event more manageable- agreed

Admission charge for Saturday on Market Field- £5per adult to help offset increasing costs
To be considered at the next meeting

Community Partners- Cllr Eaton requested the events manager to contact the groups discussed and report back to the committee

LED Screen for main stage- agreed in principle. The events manager will provide options/prices for the next meeting

Cllr Walmsley questioned if a screen represented good value for money

Main stage banner- Cllr Walmsley requested that it be minuted re his request for a banner to promote Middlewich Town Council to be part of the stage décor next year

Forthcoming events;

21 Oct Middlewich Mexon Market

27-28 Oct Middlewich Beer Festival. Middlewich Legion

The Meeting concluded at 7pm

Next meeting 4th October 5.30pm Room 3A, Victoria Building

Councillor J Eaton Chairman

Signed.....07/09/2017