

Middlewich Town Council

Events and Communications Committee

Minutes of a Meeting of the Town Council's Events and Communications Committee, held in the Town Clerk's Office, Victoria Building on Wednesday 1st February 2017, at 5.30pm

PRESENT

The Chair of the Committee Councillor J Eaton, Councillors CL Bulman, PJ Farrell, JK Kingston, S Moss, B Walmsley and W Walmsley

In attendance Town Clerk JPA Williams and Events Manager DC Thompson

APOLOGIES

Councillor DJ Latham

DECLARATIONS OF INTEREST

Councillor B Walmsley declared a pecuniary interest in any issues to do with advertising, as the Proprietor of Go Local magazine. Councillor W Walmsley declared a personal interest as the husband of Councillor B Walmsley

Mr DC Thompson 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 'Thai Experience'

MINUTES

Resolved

That the Minutes of the Meeting held on Wednesday 4th January be received as a correct record

FAB 2017 ROLE OF MEMBERS, STAFF, VOLUNTEERS. MAIN STAGE ARTISTS UPDATE

A number of potential volunteers had been in contact via the Festival website and via Council Members. However, a Volunteers Co-ordinator/Manager is still to be confirmed

Other roles are to be updated as and when they are confirmed at future Events Meetings

The Events Manager advised that Headline Artists would feature on Friday and Saturday night. A 50% deposit of the Friday night artist's fee was required before the artist can be announced or promoted

Councillor W Walmsley requested that Events Action Plans be updated and supplied to the Committee in advance of each Meeting, and used as the template for discussion and action at each Meeting

Resolved

That the Events Manager follows up offers of help and updates the key roles document as and when details are confirmed

That the Committee unanimously supports the payment of 5,000 pounds plus 1,000 pounds VAT in the current financial year to Mr I Broudie (Lightning Seeds). The end of year balances would be adjusted to take this pre-payment into account

That all Events Action Plans be updated and distributed to Committee Members one week prior to each Meeting

FAB VOLUNTEER EVENT

The Events Manager reported that a recruitment event would be held next month in a suitable town centre venue. Any funds required for refreshments would be included within the FAB Budget

'BE A FAB VOLUNTEER' will be promoted via all Social Media and local Press. A date and venue was to be arranged, confirmed and relayed to Members

Resolved

That the Committee approved the staging of the Volunteer Event

MAKERS MARKET

The Town Clerk reported on his recent Meeting with the Market Managers. It was agreed that additional support would be given to the Market to maximize footfall and the number of Traders. Regular Meeting would be held to monitor progress, with a half yearly review at the end of May

The Events Manager had suggested a number of activities whereby the Town Council could support the Market as an Event and a destination venue

The Town Council's presence at the Market in the form of a regular Surgery was discussed and would feature in an options report about the value of holding a Surgery as part of the Market

Resolved

That these developments be supported by the Events Committee

CHRISTMAS LIGHTS

The Town Clerk reported that the 3 year contract with Blachere was now at an end. The Company would be invited to submit a new tender for a 3 year deal, along with 2 other providers of Christmas lights

There had been issues with regard to the illumination of the Motifs along the A54 over several years. An alternative approach could be to concentrate on having more decorations around the Parish Church, Bull Ring and along Wheelock Street. The support of the CEC Highways team was acknowledged but there were still issues to resolve that undermined the quality of the illuminations on show

The Town Clerk was able to report that SP Energy Networks had offered to sponsor the Christmas tree in 2017

Resolved

That these actions be approved and re-visited at the next Meeting of the Committee, with a sub group being put in place to oversee the process for 2017

The Meeting concluded at 6.30pm

Date of next Meeting: Wednesday 1st March 2017

Councillor J Eaton Chairman

Signed.....1/3/17