

Middlewich Town Council

External Committee Two

Minutes of a Meeting of the Town Council's External Committee Two, held in the Victoria Hall, Civic Way, Middlewich on Thursday 7th November 2019, commencing at 7.15pm

PRESENT

Councillor C Jones (in the Chair), Councillors C Bulman, V Perez, H Watkinson and G Williams

Officers in attendance: N Antoney, Administrative Assistant and D Thompson, Events Manager

EX2 – 65 APOLOGIES FOR ABSENCE

Councillor S Boyle, D Latham and R Watkinson

EX2 - 66 DECLARATIONS OF INTEREST

D Thompson declared an interest in all items relating to catering.

EX2 - 67 MINUTES

Resolved:

That the Minutes of the meeting of the External Committee held on the 3rd October 2019 be confirmed as a correct record.

EX2 - 68 To Consider Up Coming Events

- **Remembrance Sunday** – Committee discussed the upcoming Remembrance Service and were advised that all arrangements were in place. A letter of thanks to be sent to Engie Volunteer Group and Middlewich Community Pride for all their hard work in ensuring the Bull Ring and surrounding area were cleaned in readiness for the Service.
- **Christmas Light Switch On and Christmas Market** – Committee discussed the upcoming Light Switch On and advised that road closure are in place, road traffic management booked. SP Energy confirmed as sponsor. Advised that market bookings are coming in steadily. Committee agreed the purchase of lanterns for the lantern parade.

Resolved: that the update be noted and the matters discussed at the meeting be progressed.

EX2 - 69 Over 70s

- Committee advised that all arrangements in place
- It was agreed to purchase gifts and bingo prizes.
- Boars Head to be contacted regarding their bingo machine.
- Overs 70s 2020 date set for Sunday 6th December

Resolved: that the update be noted and the matters discussed at the meeting be progressed.

EX2 - 70 The Purchase of 10ft Christmas Tree for the Hall and Decorations

- The committee discussed the options of a new 10ft Christmas Tree for Victoria Hall and it was agreed and chosen.
- New lights and decorations options were discussed and the potential of sponsors of the new decorations.

Resolved: that the update be noted and the matters discussed at the meeting be progressed.

EX2 - 71 Folk & Boat 30 – to consider arrangements

The Committee considered FAB 30 including:

- Events Manager advised that he had a meeting with the Fire Officer who advised the change was possible.
- Volunteers to sourced early. Contact Volunteer Group in Cheshire. Volunteer not to be used to man emergency exits or as additional security.
- Sponsors evening to be in Victoria Hall on the Friday Night
- Marketing Cheshire proposal was discussed and agreed to.
- Folk & Boat Working Group (FBWG) update – advised that they had their first meeting but that it was only the initial set up meeting. FBWG will discuss all proposals and make recommendations to the External Committee.

Resolved: that the update be noted and the matters discussed at the meeting be progressed.

EX2 - 72 2020 Town Project “Use it or Lose It”

The Events Manager spoke briefly regarding the Use It or lose It Project. The Committee discussed moving forward with campaign and potential sponsors. To be added to the agenda of the next meeting to discuss further.

Resolved: that report of the Events Manager be noted and progressed.

EX2 – 73 2020 Salt Towns Event

The Events Manager gave a verbal report on the Salt Town Projects.

Resolved: that the update be noted and the matters discussed at the meeting be progressed.

EX2 – 74 Part Two:

RESOLVED:

That the Meeting be moved into Part Two Session, and the Public and Press be excluded from the Meeting, on the basis that the items to be discussed involved financial and staffing matters

EX2 - 75 Headline Artists and Budget

The Committee discussed the report of the Events Manager who advised an answer should be had regarding the Friday night headline act should be received by the end of the following week. The programme for the weekend was briefly discussed and the committee agreed to let the FBWG to progress the details and make the recommendations to the External Committee for approval.

Resolved: that the update be noted and the matters discussed at the meeting be progressed.

EX2 - 76 Budget for Sunday Mainstage

The Committee discussed this briefly and agreed for it to be progressed by the FBWG and brought back to committee for consideration and approval.

Resolved: that the update be noted and the matters discussed at the meeting be progressed.

EX2 – 77 Maker Bee Market Proposal 2020

The Committee discussed the report and proposal from a market provider to run four markets in 2020 running in conjunction with Town Council Events including the Christmas Light Switch On. Some reservations were raised the Christmas Market. Committee agreed that this should go to Full Council for consideration.

Resolved: That the proposal go to Full Council.

Date of next meeting – Thursday 5th December 2019 at 7.15pm.

The Meeting concluded at 8.30 pm

Councillor C Jones, Vice Chairman

Signed

DRAFT