

MINUTES OF THE MEETING OF THE **EVENTS SUB-COMMITTEE** HELD ON **WEDNESDAY 13<sup>th</sup> JUNE 2018** AT 7.00 P.M. AT THE TOWN HALL, GREAT WESTERN HOUSE, 9 DEVON SQUARE, NEWTON ABBOT

**PRESENT** Councillors Ms L Roberts (Chairman) Presiding  
Mrs J A Jones (Vice-Chairman)

Councillors Mrs C Bunday M Joyce  
Mrs J Cleave C N Parker  
R Hayes M Pilkington  
M Hocking K Purchase (Mayor)  
D Howe M E Ryan  
R Jenks (Dep Mayor)

In attendance: Natalie Hicks– Events Co-ordinator  
Sally Henley – Town Development Manager  
Alexandra Robinson - Committee Administrator

**TOWN COUNCIL PRESENTATION**

Prior to the start of the meeting, the Chairman of the Community and Heritage Committee, congratulated Mrs Natalie Hicks, Events Co-ordinator for her commitment to the Town Council and commended her length of service of ten years. She highlighted her achievements and professionalism in the way events for the town were prepared and organised throughout her service to date. Councillors endorsed the Chairman in expressing their gratitude to Mrs Hicks for her service to the Town Council, where upon the Chairman presented Mrs Natalie Hicks with a Certificate of Excellence, in recognition of her work and length of service.

**E1. ELECTION OF CHAIRMAN OF THE EVENTS SUB-COMMITTEE 2018/19**

Nominations were received for the election of the Chairman of the Events Sub-Committee for the year 2018/2019.

Accordingly, it was

**RESOLVED** that Councillor Ms L Roberts be elected Chairman of the Events Sub-Committee for the year 2018/2019.

**E2. MINUTES**

The minutes of the Events Sub-Committee meeting held on 14<sup>th</sup> March 2018 were received and signed as a correct record.

**E3. APPOINTMENT OF VICE-CHAIRMAN OF THE EVENTS SUB-COMMITTEE 2018/19**

Nominations were received for the appointment of the Vice-Chairman of the Events Sub-Committee for the year 2018/2019.

Accordingly, it was

**RESOLVED** that Councillor Mrs J A Jones be appointed Vice-Chairman of the Events Sub-Committee for the year 2018/2019.

**E4. APOLOGIES FOR ABSENCE**

An apology for absence was received on behalf of Councillor C Coyle-Moore.

**E5. INTERESTS TO BE DECLARED**

Councillors M Ryan, Mrs C Bunday, M Hocking, R Hayes, Mrs A Jones, C Parker and K Purchase gave notice of their intention to declare personal interests in Minute E8, Newton Abbot Carnival 2018

**E6. PUBLIC PARTICIPATION**

None.

**E7. TERMS OF REFERENCE**

Councillors considered the Terms of Reference for the Events Sub-Committee and noted that it had been extensively reviewed the previous year and therefore made no further changes to the document. Following its consideration, it was;

**RESOLVED** that the Terms of Reference for the Events Sub-Committee, would be hereby agreed and adopted.

**E8. NEWTON ABBOT CARNIVAL 2018**

The Chairman invited the Carnival Chairman, Councillor Mike Ryan, to update the Sub-Committee on the proposals for the 2018 Carnival. Councillor Ryan reminded Members of his report at the last meeting of the Events Sub-Committee Meeting (minute reference 18/03(E39) to which he added that the Carnival Committee members had been busy selling duck race tickets in the town each Wednesday and Saturday and he requested that volunteers contact him in advance so that he could ensure sufficient cover at each session.

Councillor Ryan informed Members that the South Devon Carnival Association would start on 30<sup>th</sup> June in South Brent but expressed his concern that there would be a reduced number of entrants since not all the floats were finished in time. He noted that the overall number of floats entered had reduced significantly in recent years and that if this continued the carnival procession would diminish and lose the appeal; albeit that some towns paid attendees, but that this was not in the spirit of Carnival.

Councillor Ryan reported that the Carnival Royalty had been selected and the itinerary for Carnival Week had been confirmed as in previous years to include the Quiz night (with a new quiz master); Tractor Pull (not including a Junior event this year); Duck Race and Fun Run. Unfortunately, it would not be possible to offer the Childrens' 'Games Evening' on the Tuesday evening as there was a cricket fixture booked, but he reported that Mr Martyn would hold a 'Pooh Sticks' competition on the River Lemon instead.

The Chairman invited questions from Members, who raised the following points:

- ❖ The importance of a good proportion of floats to make up the Carnival Procession,
- ❖ Promote the history and tradition of Carnival to the community,
- ❖ Encourage local businesses to participate and enter the Carnival, Town Development Manger to invite participants,
- ❖ Councillor Mrs Carol Bunday to prepare an article to be included in the Carnival Supplement in the Mid Devon Advertiser, issue dated 29<sup>th</sup> June 2018, encouraging parents to invite their children to enter the walking procession.

The Chairman thanked Councillor Ryan and the members of the Carnival Committee on behalf of the Town Council for their continued efforts and what was planned to be another good Carnival for the town.

*Councillors M Ryan, M Hocking, Mrs C Bunday, R Hayes, Mrs J A Jones, C Parker and K Purchase having declared personal interests in the item took part in the discussion.*

#### E9. **EVENTS UPDATE**

The Chairman invited the Events Co-ordinator to update Members on the upcoming events into the early autumn. Mrs Hicks reported on the forthcoming events.

**A. Band Concerts** – Two concerts had taken place since the start of the season, the first was held on 13<sup>th</sup> May and raised £109.66 and the second was held on 10<sup>th</sup> June and raised £222.33. Members noted that although these included a donation from the refreshment van that these events were well supported and the donations were appreciated. Mrs Hicks added that all the concerts scheduled for the remainder of the season had been sponsored.

**B. Autumn Fayre** – The popular events such as Cheese Curling and Cheese Skittles are planned to go ahead in Market Walk subject to the refurbishment works currently underway. Given the success of the 'Newton Abbot Bake-Off' competition Mrs Hicks advised that this year there would be a savoury theme; Cheese Straws. She added that at least 9 craft stalls had already booked and that this year the Allotment Association had requested to have an information stall, to celebrate the 100 year centenary of the association; although they would also be encouraged to display their local produce.

**C. Town Criers** – This would be the first year for the new town crier, Mr Nigel Kennieson and 16 Criers had confirmed their attendance at the competition in September. As host crier Mr Kennieson had selected the topic for the second cry, that being 'Hedgehogs'. In keeping with the theme, the Events Co-ordinators would source hedgehog memorabilia as gifts for the Escorts along with the ale donated by Tuckers Maltings for the participating Criers. All the arrangements had been made, including donations for prizes and Mrs Hicks was finalising the panel of Judges. In noting that the Mayor, as ex-town crier could not offer any adjudication at the event; Mrs Hicks confirmed that Mr Brian Smith from Dyrans Talking Newspaper had accepted an invitation to judge and she waited confirmation from the Royal British Legion. Members enquired as to whether there would be any junior entrants given the success of the young boy last year but at the time of the meeting it was not known.

The Chairman thanked Mrs Hicks for her informative report and the preparation for the forthcoming events.

#### E10. **TOWN DEVELOPMENT MANAGER UPDATE**

The Chairman invited the Town Development Manager, to update Members on the town centre events scheduled through the summer. Mrs Henley reported on the following events.

**A. Motor Shows** – Similar to last year there were two Motor Shows scheduled for the summer; the first having been held last weekend. Mrs Henley was delighted that the weather was obliging and that there were in excess of 75 cars on display with musical accompaniment from the Booze Brothers. She offered her thanks to the Mid Devon Advertiser for their support of the event and advised that the second event would be in September.

**B. Summer Nights** – Following the success of the event last year, the Summer Nights would be repeated again this summer, over three events in June, July and August. The Town Council would work in partnership with Teignbridge District Council to put on music and light entertainment with 17 food vendors organised by Born Hectic. In addition, there would be a table magician and music from a local band 'Spare Time' from JJ's Music Academy. The second event, in July, coincided with Chagstock event so would have less food vendors but they would be back for the final 'Summer Night' in August. The Chairman thanked Mrs Henley for her update on the forthcoming events.

**E11. WWI 1918-2018 100 YEAR COMMEMORATION**

The Chairman invited Mrs Hicks to outline the arrangements for Remembrance Sunday which would mark the 100 year commemoration of WWI 1918-2018 which would in fact fall on the Sunday, 11<sup>th</sup> November 2018. Given the significance of the commemoration the Events Co-ordinators had made advanced preparations for the day, which would include additional elements to mark the occasion. These would include an extended service at the War Memorial, with an additional hymn. Singing from Tracey Pearce and the Salvation Army would be supported by Choir 86. The Royal British Legion had offered the Royal Marine Volunteers Cadet Marching Band as in previous years. Mrs Hicks drew Members attention to the Soldier Shadow, facing the Burma Star adjacent to the War Memorial which had been donated on permanent loan to the Museum, from the Royal British Legion. The soldier would move to Newton's Place once it opened. In addition, the Town Council had also purchased an aluminium Soldier Silhouette, the cost of which had been shared between the Town Council and District Councillors funds, for which she thanked them. This too would be positioned by the War Memorial.

The events would continue into the evening with the lighting of the town's three beacons at 7pm accompanied by bell ringing and a local cry from the Town Crier. Mrs Hicks informed Members that further meetings would take place with representatives from the Royal British Legion and the local churches to finalise arrangements for the day. Members enquired at the possibility of planting the Roundel at Courtenay Park, but Mrs Hicks clarified that this had been researched and the cost was unfortunately too high to incorporate into the arrangements. Members further requested that she research whether it would be possible to insert miniature wooden crosses into the Roundel to represent each soldier from Newton Abbot, who had died during the First World War.

**E12. ACCOUNTS/INCOME & EXPENDITURE STATEMENTS**

The Chairman referred to the Income and Expenditure statements for 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018 and for 1<sup>st</sup> – 30<sup>th</sup> April 2018 for the Events Sub-Committee, previously circulated, and advised Members that no questions had been received in advance of the meeting. The Chairman invited any further queries to be raised at the meeting. Members queried the expenditure in relation to miscellaneous expenses and the Events Co-ordinator clarified that the majority of this were costs attributed to assets not associated with a specific event; such as the purchase of chairs, bunting and equipment. In addition, Members noted that it had been previously agreed that the contribution to the Carnival budget had been reduced and that this would be reflected in the 2018/19 budget. Following discussion, accordingly it was;

**RESOLVED** that the Income and Expenditure Statements for Events Sub-Committee be hereby noted and accepted.

**E13. DATE OF NEXT MEETING**

As the Chairman closed the meeting, she thanked those involved in the forthcoming events and encouraged all Members to support and help as they were busy events.

The next meeting of the Events Sub-Committee would be Wednesday 3<sup>rd</sup> October 2018.

-----  
Chairman