

MINUTES OF THE MEETING OF THE **EVENTS SUB-COMMITTEE** HELD ON **WEDNESDAY 8<sup>th</sup> JANUARY 2020** AT 7.00 P.M. AT THE TOWN HALL, GREAT WESTERN HOUSE, 9 DEVON SQUARE, NEWTON ABBOT

**PRESENT**      Councillors      Mrs C Bunday (Chairman) Presiding  
Mrs K Crout (Vice-Chairman)

Councillors	C Davieson	R Jenks (Mayor)
	B Hayes	M Joyce (Dep Mayor)
	R Hayes	C N Parker
	M Hocking	M Ryan
	D Howe	Mrs L Sheffield
	C Jenks	

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

### E30. APOLOGIES FOR ABSENCE

Apologies for absence were received on behalf of Councillors Ryan Hall, Mrs Ann Jones and Mike Pilkington.

### E31. INTERESTS TO BE DECLARED

Councillors Mrs C Bunday, Mrs K Crout, R Hayes, M Hocking, C Parker and M Ryan gave notice of their intention to declare personal interests in Minute E34, Newton Abbot Carnival 2020.

## E32. MINUTES

The minutes of the Events Sub-Committee meeting held on 2<sup>nd</sup> October 2019 were received and signed as a correct record.

### E33. PUBLIC PARTICIPATION

None.

**E34. NEWTON ABBOT CARNIVAL 2020**

The Chairman of the Carnival Committee, Councillor Mike Ryan gave an update to the Sub-Committee on the Carnival. Councillor Ryan reported that the AGM was held last October at which the Carnival Queen and her attendants were presented with gifts in appreciation for their efforts throughout the carnival season. He was pleased to announce that the 2019 Carnival had raised £1,000 for its chosen charity, the Devon Air Ambulance Trust, Newton Abbot Community Landing Sites. Councillor Ryan invited Members to make suggestions for this year's Carnival theme and advised that the next meeting of the Carnival Committee would be Monday 27<sup>th</sup> January 2020.

The Chairman thanked Councillor Ryan for his update and thanked the Carnival Committee and all those involved for their continued efforts in supporting a successful Carnival in 2019.

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

## **E35. EVENTS UPDATE**

### **A. CHRISTMAS EVENTS**

The Chairman invited the Events Co-ordinator to update Members on the events held during Christmas 2019. Mrs Hicks thanked all the Councillors for their tremendous efforts across the Christmas events and the very positive feedback received in relation to all of the activities held in the town. Mrs Hicks raised the following key points:

- The enthusiastic feedback from residents and visitors regarding the quality of Christmas Lights; any minor lighting issues having been resolved quickly;
- Despite the poor weather for the Christmas Lights Switch-On there were enormous crowds filling the streets and the gifts handed out proved very popular, but there were insufficient quantities for the numbers of spectators so these could be increased for 2020;
- Unfortunately, due to the weather the performance from Coombeshead Academy had to be cancelled;
- Overall the feedback reflected that residents were appreciative and proud of their town.

Councillors noted some points to be reviewed in advance of the 2020 Christmas Lights 'Switch On' Event 2020 including the location of Santa's Sleigh upon arrival at the Clock Tower; Santa's departure from the Clock Tower at the end of the event and crowd control in proximity of the Tower.

The Events Co-ordinator reported that the Victorian Evening was very successful. The feedback from charity stallholders was excellent, many of them raising in excess of £100 in the couple of hours trading. It was noted that the removal of the Kiosks from the Market Square had left a large void and Councillors suggested possible alternatives for the use of the space for the 2020 event.

Mrs Hicks noted the great enthusiasm among the local schools, the children and their families for the Lantern Parade. This event was again a great success despite the difficult weather conditions and the multi-coloured, insect themed lanterns attracted huge crowds and created a great atmosphere in the town.

Mrs Hicks further reported that It was noted that the Santa's Grotto was more popular on the late night shopping events rather than the Saturday's so this may be reviewed for 2020. Councillors commended the efforts overall and noted the equal importance that these events demonstrated a pride in the town and the opportunity for everyone to interact together.

The Chairman thanked everyone involved and recorded her appreciation that the events were amazing and thoroughly benefitted the town.

### **B. CHRISTMAS STREET FAYRES**

The Chairman invited the Town Development Manager to update Members on the Christmas Street Fayres. Mrs Henley raised the following key Points:

- Due to the poor weather there had only been one street fayre held;

- Disappointment with Event Organisers, Born Hectic in not providing sufficient food stalls for the Victorian Evening;
- Additional events held on each of the Saturdays in the lead up to Christmas including; music, Morris Dancers and School Carol Singing;
- Noted thanks to the District Authority for additional items such as the very popular Star Wars 'walkabout' characters and
- Suggested that there be a wet-weather venue arranged in advance of the next Mayoral Carol Service.

### **C. SUMMARY OF 2020 EVENTS**

The Chairman invited the Events Co-ordinator to highlight the events planned for 2020. Mrs Hicks referred to the summary of events for 2020, as tabled at the meeting. Mrs Hicks drew Members attention to the new and additional events including the 75<sup>th</sup> Anniversary VE Day Celebrations; the Official Opening of Newton's Place and HMS Triumph Parade in the town. Mrs Hicks advised that she would report on the new events in more detail at a future meeting of the Sub-Committee. Mrs Henley referred to the one 'Summer Nights' Event to follow the Carnival Parade on Saturday 11<sup>th</sup> July and would make preparations for the event.

#### **E36. EASTER 2020**

The Chairman invited the Events Co-ordinator to update Members on the event for Easter. Mrs Hicks reported that preparations were well underway for the Event to be held on Easter Saturday 11<sup>th</sup> April 2020 from 10am-2pm. There would be childrens entertainment; character 'walkabout' figures, a chocolate egg 'give-away' and live music. Mrs Henley reported that Teignbridge District Council would also be providing family activities in the Market Square.

#### **E37. BAND CONCERTS 2020**

Mrs Hicks referred to the summary table of Band Concerts planned for the summer 2020, previously circulated, and noted that all the Bands had been booked and Mrs Winsborrow was seeking sponsorship for the remaining concerts. Councillors noted that the first Band Concert would form part of the VE celebrations.

**RESOLVED** that the update provided by the Events Co-ordinator, be hereby noted and accepted.

#### **E38. VE DAY 2020 – 75<sup>th</sup> ANNIVERSARY**

The Chairman noted the 75<sup>th</sup> Anniversary of VE Day 2020 and the preparations underway for the weekend of events from 8<sup>th</sup> - 10<sup>th</sup> May 2020 and invited the Events Co-ordinator to update Members on the arrangements. Mrs Hicks noted that given the significance of the commemorative weekend that it had been important to put plans in place well in advance to ensure that they could be provided for the town. To this end the Town Crier would give a cry in line with other town criers nationally and having liaised with the local clergy Mrs Hicks reported that churches would perform a synchronised bell ringing from 7pm to mark the event.

Mrs Hicks added that the Royal British Legion would lead the events on Saturday 9<sup>th</sup> May, some of which were yet to be confirmed but in addition, the Council had booked live music and a singer and the parish church would hold a short service at the Clock Tower from 12 noon with muffled bell ringing before and after the service. A bag piper would perform at intervals throughout the day.

Mrs Hicks confirmed that the Town Council would lead the events planned for Sunday 10<sup>th</sup> May which would include the first Band Concert for the season, a 'Party in the Park' theme providing cream teas, a Pimms tent and childrens entertainment. Councillors welcomed the themed entertainment and suggested that the public be invited to wear optional fancy dress to coincide with the 1940's theme. It was noted that the Air Raid Shelter in Courtenay Park would also be open for the public to view.

The Chairman recorded her appreciation and that of the Sub-Committee Members for the hard work and effort undertaken by staff in preparing for the forthcoming events in what will be an extremely busy and significant year for the town.

#### **E39. ACCOUNTS/INCOME & EXPENDITURE STATEMENTS**

The Chairman referred to the Income and Expenditure statement for 1<sup>st</sup> April 2019 to 18<sup>th</sup> December 2019 for the Events Sub-Committee, previously circulated, and the further updated statement taking account of expenditure relating to the Christmas Events as tabled at the meeting. The Chairman invited Members to raise any queries. Members noted the expenditure to date. Councillor Mike Hocking explained the necessity to repair or replace the existing Public Address system used at many of the events throughout the year.

Members considered the outline costs to purchase a replacement system and the benefits that this would provide for future events. Fellow Members of the Carnival Committee discussed the contribution that the Carnival could make to the purchase cost given that it was likely to also be used at carnival events. Following consideration of the Income and Expenditure statement, accordingly it was;

- RESOLVED** that a) the Events Sub-Committee purchase a new Public Address system and associated speakers stands and cables;  
b) that the Carnival Committee make a contribution of £200 towards the purchase cost and  
c) that any remaining budget at the end of the financial year be carried forward and included in the budget for 2020/21 to take account of the likely additional events expenditure in the year.

#### **E40. LATE CORRESPONDENCE**

The Mayor advised since the Mayor's Carol Service had been cancelled due to poor weather that he would circulate an invitation to join him for a drink, the date to be advised.

#### **E41. DATE OF NEXT MEETING**

As the Chairman closed the meeting, she thanked Members and all those involved in the events for their continued effort and support.

The next meeting of the Events Sub-Committee would be Wednesday 4<sup>th</sup> March 2020.

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Chairman