

MINUTES OF THE MEETING OF THE **EVENTS SUB-COMMITTEE** HELD ON **WEDNESDAY 17<sup>th</sup> JANUARY 2024** AT 7.00 P.M. AT NEWTON'S PLACE, 43 WOLBOROUGH STREET, NEWTON ABBOT.

**PRESENT** Councillors M Ryan (Chairperson) Presiding  
A Hall (Vice-Chairperson)

Councillors J Bradford C Davieson  
R Buscombe M Joyce  
L Cooke C Parker  
D Corney-Walker

In attendance: Natalie Hicks - Events Co-ordinator  
Sally Henley – Town Development Manager  
Linda McGuirk - Principal Administrator  
Nigel Canham - Communications Advisor

By Invitation 2 x representatives of Newton Abbot Rotary.

**E23. APOLOGIES FOR ABSENCE**

None received. Councillor J Cook did not attend.

**E24. INTERESTS TO BE DECLARED**

None declared.

**E25. MINUTES**

The minutes of the Events Sub–Committee meeting held on the 27<sup>th</sup> September 2023 were received and signed as a correct record.

**E26. PUBLIC PARTICIPATION**

None.

**E27. PARTY IN THE PARK EVENT**

The Events Co-ordinator welcomed the representatives of Newton Abbot Rotary to the meeting and invited them to report on the recent Party in the Park working party.

The representatives reported that the Party in the Park event held in 2023 had been a great success and feedback received from traders had been 100% positive, with most keen to participate in a future event. In addition to the financial support received from the Town Council, some income had been generated from stalls and food outlets and a small profit was achieved. The profit was shared amongst the seven local charities that had attended the event. The Rotary confirmed that they are keen to work in partnership with the Town Council for future events and activities.

Chair initials.....

The Events Co-ordinator confirmed the date for this year's Party in the Park will be Saturday 13<sup>th</sup> and Sunday 14<sup>th</sup> July 2024. The event will be a celebration of Newton Abbot. Residents and visitors will be encouraged to bring a picnic and enjoy the free weekend of entertainment.

Members thanked the representatives for attending the meeting and for their hard work hosting a successful event in 2023 at short notice.

**E28. EVENTS UPDATES**

a) The Events Co-ordinator and Town Development Manager reported on the Christmas events held during November and December 2023.

- During the light switch on event in November the children's craft stall was extremely popular with 150 letters written to Santa.
- Additional street food stalls were positioned in Courtenay Street which added to the festive atmosphere.
- The Ipplepen carnival float was spectacular and very popular addition to the parade for the light switch on.
- Victorian Evening had struggled to attract charity traders but those present were busy despite the rain. Members discussed the entertainment and suggested a refresh was required for the future.
- Fireside selfies in the Clock Tower were very popular.
- The Dog Friendly Carol service was a success.
- There was live music on Saturdays throughout the Christmas period.
- The Mayor's Carol Service was well supported, raising funds for the Mayor's charity, the Devon Air Ambulance. Members were delighted with the coverage of the event by BBC Spotlight and commended the Town Development Manager on her live interview.

The Events Co-ordinator advised wash up meetings had taken place to review the 2023 Christmas events. Concerns about safety have arisen due to the volume of people attending. The Events Co-ordinator confirmed that safety is paramount at events and recommended:

- Extending the road closure for the Lantern Parade.
- Additional security and marshals are required for the Lantern Parade and Lights Switch On events.
- No motorised vehicles to be permitted within the pedestrianised vicinity of St Leonard's Clock Tower.
- A static sleigh in front of the Clock Tower where people can meet Santa (to be used for all four Christmas events).

Members recognised the issues and raised concerns about changes to the event, in particular:

- Restriction of vehicles.
- Planned alterations to Queen Street.
- Possible future alterations to the Market Walk area.

Chair initials.....

The Events Co-Ordinator reminded members that she is responsible for operational matters and to ensure health and safety is adhered to at events. Consideration will be given to how the procession will be affected by the proposed changes in Queen Street, crowd management and restricting the movement of vehicles. A report will be made at a future meeting.

b) The Events Co-ordinator updated members on progress for events scheduled in Spring 2024:

- Easter 30<sup>th</sup> March 2024 - a free family fun event. The Clock Tower will be open for tours. There will be a chocolate giveaway with live entertainment, free children's activities and music.
- 50<sup>th</sup> Anniversary of Town and Parish Councils – research has been carried out to find out what other local Councils are planning. The Events Co-ordinator has met with the Town Clerk and the Mayor, it is suggested that a tree is planted in Courtenay Park. The District Council has been approached for permission and to agree a suitable species and location.
- The Town Criers new uniform is progressing and will be revealed at the 50<sup>th</sup> Anniversary tree planting ceremony.

Councillor A Hall advised that he and a family member are keen to participate in the Barham Cup in June.

The Town Development Manager updated members on the progress for Town Centre events scheduled in 2024:

- Discussions regarding the return of the Summer Nights events have now taken place with the local trader and concluded that the event is not financially viable. It was suggested a more commercially viable solution is to hold monthly markets on the first Sunday of each month, starting on the 5<sup>th</sup> May 2024. An application has been submitted to the UK Shared Prosperity Fund to support the establishment of the market. It is anticipated the market will generate more footfall and encourage existing businesses to open on Sundays. The markets will include entertainment. Members supported the establishment of a Sunday Market and recognised the constraints associated with the Summer Nights.
- Classic car shows will take place in May and September.
- As requested, quotes have been obtained for a land train to attend events, it was noted the cost is prohibitive.

Members were advised that Teignbridge District Council are planning a new event in Newton Abbot. The Gingerbread Festival will take place between the Christmas Lights Switch On and the first late night shopping night (Victorian evening). The event is in partnership with a local producer and will be in aid of the Homeless In Teignbridge Support (HITS) Food Bank.

Members were concerned that only one of the two local Food Banks were being supported and requested the support is shared equally between HITS Food Bank and the Teignbridge Homeless Action Today (THAT) Food Bank.

Chair initials.....

**E29. BAND CONCERTS 2024**

Members noted the table of band concerts and sponsorship to date for 2024, circulated prior to the meeting.

Concerns were raised about cleaning the area before the concert. Members were advised that Councillors and the Facilities Maintenance Officer present clear the area prior to the start. It was suggested that the Events Co-ordinator contacts the Buckland Litter Pick Society to see if they can organise a litter pick on the morning of the Town Council band concerts.

Councillor M Joyce advised that Motor Mart in Queen Street have advised him they are interested in sponsoring a band concert.

**E30. INCOME & EXPENDITURE**

The Events Co-ordinator referred to the Income and Expenditure report for the period 1<sup>st</sup> April 2023 to 31<sup>st</sup> December 2023 for the Events Sub-Committee, previously circulated.

Members were advised that there are still outstanding invoices expected, totalling approximately £7,000.

**RESOLVED** that the Income and Expenditure report for the period 1<sup>st</sup> April 2023 to 31<sup>st</sup> December 2023 for the Events Sub-Committee be hereby noted and accepted.

**E31. LATE CORRESPONDENCE**

None.

**E32. DATE OF NEXT MEETING**

The Chairperson closed the meeting and advised the next meeting of the Events Sub-Committee would be held on Wednesday 10<sup>th</sup> April 2024.

Meeting closed at 20:30 hrs.

Chairperson.....Date.....

Chair initials.....