

MINUTES OF THE MEETING OF THE **EVENTS SUB-COMMITTEE** HELD ON **WEDNESDAY 5th JULY 2023** 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 R Buscombe C Davieson
L Cooke M Joyce
D Corney-Walker C Parker

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

E01. ELECTION OF CHAIRPERSON OF THE EVENTS SUB-COMMITTEE 2023/24

Nominations were received for the election of the Chairperson of the Events Sub-Committee for the year 2023/2024.

Accordingly, it was:

RESOLVED that Councillor M Ryan be elected Chairperson of the Events Sub-Committee for the year 2023/2024.

E02. APOLOGIES FOR ABSENCE

None.

E03. APPOINTMENT OF VICE CHAIRPERSON OF THE EVENTS SUB-COMMITTEE 2023/24

Nominations were received for the appointment of the Vice Chairperson of the Events Sub-Committee for the year 2023/2024.

Accordingly, it was:

RESOLVED that Councillor A Hall be appointed Vice Chairperson of the Events Sub-Committee for the year 2023/2024.

E04. INTERESTS TO BE DECLARED

Councillor C Parker declared a non-pecuniary interest in agenda item 9 – Newton Abbot Carnival as he is Chairperson of the Carnival Committee.

Councillor M Joyce declared a non-pecuniary interest in agenda item 9 – Newton Abbot Carnival as he is a member of the Carnival Committee.

Chair initials.....

E05. **MINUTES**

The minutes of the Events Sub-Committee meeting held on the 1st March 2023 were received and signed as a correct record.

E06. **PUBLIC PARTICIPATION**

None.

E07. **COMMITTEE TERMS OF REFERENCE**

The Committee gave due consideration to the Terms of Reference for the Events Sub-Committee, circulated prior to the meeting.

Accordingly, it was:

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

E08. **OVERVIEW OF EVENTS**

- a) The Events Co-ordinator provided an introduction to the Councils events including the roles and responsibilities of Members serving on the Events Sub-Committee, advising that Members were expected to take a proactive role to support events. Copies of the Events Diary 2023 and the latest edition of the Newton Cryer were tabled at the meeting for information.

Members discussed training opportunities for Councillors on the Events Sub-Committee to enable them to better support events. The Events Co-ordinator was asked to investigate opportunities for community event management training.

- b) The Events Co-ordinator provided a summary of the events which have taken place in 2023 to date, including Easter, the HMS Triumph Parade, the official opening of Newton's Place and King Charles III Coronation weekend.

Discussion took place about the current sound provision at events. The Events Co-ordinator advised that larger events, such as the Christmas lights switch on and Remembrance Day, require a sound engineer to ensure adequate sound is provided and to resolve any technical issues. It was agreed that the current pa system used at events would be sufficient for smaller events providing training is undertaken to ensure Councillors and the Facilities Maintenance Team are confident to operate it. It was also noted that a laptop is required to enable music to be played at some events. The Events Co-ordinator was asked to investigate training opportunities for Councillors and a suitable laptop.

The Events Co-ordinator informed Members that the remains of the original HMS Triumph have recently been discovered. The Royal British Legion (RBL) are considering holding an event. Further updates will be reported as appropriate.

Chair initials.....

APPENDIX E

A discussion took place about increasing the provision of flags in the town. The Town Development Manager advised it would be possible to increase the flag provision, but it would require a sizeable budget to cover the cost of applying for relevant planning permission and investment in infrastructure.

- c) The Events Co-ordinator reported on the upcoming summer/autumn 2023 planned events including Band concerts. It was reported that this year's band concerts have been popular and collections for the Mayors Charity, the Air Ambulance, have been generous. It was noted that it has not been possible to secure a sponsor for one of the concerts and this will be funded via the Events Sub-Committee budget.

Forthcoming events include the Town Criers event on Saturday 9th September, the theme is sweets.

Members discussed showcasing alternative music and providing an opportunity for younger musicians to perform in the bandstand. The Town Development Manager confirmed that a variety of music is showcased regularly in the town centre. It was suggested that a Working Party is formed to investigate music provision for 2024.

The Town Development Manager reported on recent events in the Town Centre and highlighted the success of the Classic Car Show which had seen the Town Centre very busy, with businesses reporting a good day of trading. There will be another Classic Car Show on Saturday 16th September 2023. Planning is underway to expand the Classic Car Show in 2024 to include Market Square.

Other popular town centre events included the monthly Make & Create activity, live music and St Leonards Clock Tower.

The Town Development Manager reported that the Easter Town Trail had been popular and planning is underway for the Summer Town Trail which is based on the theme of helping 'Newton', the Town Council mascot, to pack his summer holiday suitcase.

E09 **NEWTON ABBOT CARNIVAL**

- a) The Chairperson of the Carnival Committee, Councillor C Parker, informed Members that the Carnival is in a transition year. Members discussed the future of the carnival, its budget and whether a meeting is planned to discuss concerns. Councillor Parker confirmed a meeting will be convened in due course.

Members noted the Carnival and Town Council are listed as supporting the forthcoming Newton Abbot Rotary Summer Fayre on the event poster and raised concerns that the Carnival Committee had not met to formally agree this. The Events Co-ordinator confirmed that representatives of the Town Council had met with the Rotary to discuss how the Council can support the Summer Fayre which was filling the shortfall in summer events in 2023. It was suggested that funding allocated within the Events Sub-Committee budget for the 2023 Carnival is used to support the Newton Abbot Rotary Summer Fayre, if required.

Chair initials.....

Councillors considered alternative events such as a flower show, showcasing local talent and summer fayre. Members recognised there is an opportunity to make changes to the Councils current events programme and do something different.

Having declared an interest, Cllrs C Parker and M Joyce, participated in the discussion and voting.

- b) Members discussed alternative use of the allocated carnival budget towards a collaborative summer event with Newton Abbot Rotary. Arising from the discussion it was:

RESOLVED that the Town Council will earmark £1000 from the allocated carnival budget to support a collaborative summer fayre with Newton Abbot Rotary, to be held in August 2023.

Having declared an interest, Cllrs C Parker and M Joyce, participated in the discussion and voting.

E10. INCOME & EXPENDITURE

- a) The Events Co-ordinator referred to the Income and Expenditure report for the period 1st April 2023 to 31st May 2023 for the Events Sub-Committee, previously circulated.

RESOLVED that the Income and Expenditure report for the period 1st April 2023 to 31st May 2023 for the Events Sub-Committee be hereby noted and accepted.

- b) The Events Co-ordinator referred to the Income and Expenditure report for the period 1st April 2022 to 31st March 2023 for the Events Sub-Committee, previously circulated.

RESOLVED that the Income and Expenditure report for the period 1st April 2022 to 31st March 2023 for the Events Sub-Committee be hereby noted and accepted.

E11. LATE CORRESPONDENCE

None.

E12. DATE OF NEXT MEETING

The Chairperson closed the meeting and advised the next meeting of the Events Sub-Committee would be held on Wednesday 27th September 2023.

Meeting closed at 20:25 hrs

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

Chair initials.....