

MINUTES OF THE MEETING OF THE **EVENTS SUB-COMMITTEE** HELD ON **WEDNESDAY 12th OCTOBER 2022** 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 C Bunday (Mayor)
C Davieson
M Hocking
A Jones
M Joyce
C Parker

In attendance: Natalie Hicks - Events Co-ordinator
Sally Henley - Town Development Manager
Linda McGuirk - Principal Administrator

E14. APOLOGIES FOR ABSENCE

Apologies for absence were received on behalf of Councillors L Sheffield, M Pilkington, R Hall, R Jenks and K Crout.

Councillors D Howe, C Jenks and R Hayes did not attend.

E15. INTERESTS TO BE DECLARED

Councillors C Bunday, M Hocking, C Parker, M Ryan and M Joyce gave notice of their intention to declare non-pecuniary interests in relation to agenda item 5, Newton Abbot Carnival 2022.

E16. MINUTES

The minutes of the Events Sub-Committee meeting held on the 25th May 2022 were received and signed as a correct record.

E17. PUBLIC PARTICIPATION

None.

E18. NEWTON ABBOT CARNIVAL 2022

The Chairman of the Carnival Committee, Councillor Mike Ryan gave an update to the Sub-Committee, he advised members that Carnivals across South Devon are struggling to continue, with only three Carnivals currently scheduled to take place in 2023. Although short of volunteers, Newton Abbot Carnival had been a success.

Councillor M Ryan confirmed that several of the current Carnival committee are retiring at the Carnival Annual General Meeting (AGM). A press release had been issued to encourage new membership but had proven unsuccessful. The AGM is scheduled to take place on Monday 24th October, a review of the future of the Carnival will take place following the AGM. Members agreed the AGM should be promoted on Social Media and in the press.

Councillors C Bunday, M Hocking, C Parker, M Ryan and M Joyce having declared personal interests in the item took part in the discussion.

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E19. **EVENTS UPDATE**

a) The Events Co-ordinator gave a verbal report on the Summer/Autumn 2022 events:

The Platinum Jubilee celebrations took place in June and were a great success. Three beacons were lit as part of the national chain of beacons lit across the United Kingdom and the Commonwealth in recognition of Her Majesty's long reign. The Party in the Park was held in poor weather but was well attended. It was noted that the caterers had cancelled on the day of the event and an additional vendor should be considered for future events, subject to budgets. The Face Painter and Balloon entertainer were very busy which had left some children disappointed due to lengthy queues. The Mayor, Councillor C Bunday thanked both the Events Co-ordinators for their hard work and felt the Jubilee Events were a great Success.

Band concerts have been very well attended; one concert had to be cancelled due to the passing of the Monarch. Collections carried out for the Mayor's charity had been well received. Members asked whether the caterer had given a percentage of their takings to the Mayor's charity, as per the agreement. It was noted that no contribution had been received this year. Members discussed the timescale for starting the tender process for the caterer at the band concert event. Following discussions, it was:

RESOLVED that:

The Council starts the tender process in January 2023 to seek a catering vendor to attend Band concerts.

Councillor C Parker abstained from voting.

The Town Development Manager, Mrs Sally Henley informed Members that a full summer of town centre events had taken place. Events were held most weekends throughout the summer and included a Model Aircraft Show, Orchestra, Jazz band, Clog dancers, Make and Create and the very successful Motor Show which had seen the town bustling with visitors.

The Events Co-ordinator advised Members that the Autumn events had been cancelled due to:

- Grow fest was cancelled due to the heatwave affecting growth of crops.
- Town Crier event cancelled due to the period of national mourning following the death of the Monarch.

b) The Events Co-ordinator and Town Development Manager gave a verbal report to the Committee on the planned events for Christmas 2022:

The Christmas lights Switch On will take place on Saturday 26th November and includes face painting, morris dancing and street entertainers. At the previous Events Sub Committee meeting held in May, Members had granted delegated authority to the Events Co-ordinator and the Town development Manager to secure a suitable finale to the Christmas lights switch on event, subject to budget. (Minute number 22/05(E.10)).

The Events Co-ordinator and Town Development Manager verbally presented their idea for an acrobatic aerial display from the top of St Leonard's Clock Tower, advising that the 20-minute performance would cost £6,000 and be unique to Newton Abbot. Following lengthy discussions, it was:

RESOLVED that:

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The Council would not proceed with an aerial display from St Leonard's Clock Tower and that delegated authority be hereby granted to the Events Co-ordinator and Town Development Manager, in conjunction with the Chairperson of the Events Sub-Committee Councillor M Ryan, to instead increase the street entertainment, food vendors, and children's entertainment provision, to a cost in the region of £3000.

The Events Co-ordinator requested volunteers to be Father Christmas on the 26th November, 7th, 14th and 21st December. Members availability was noted, the Events Co-ordinator will compile and circulate a rota.

In addition, Members were informed that the Victorian evening will take place on the 7th December between 5 and 8pm, with a raffle at 7:30pm. The event will include a grotto, Christmas Carols, and stalls. Several charities have already booked to attend. Councillor M Hocking asked the Events Co-ordinator to investigate whether the speakers for the PA system can be re located in a raised position on the Market Hall roof.

Members also discussed the Lantern Parade, Grotto and sleigh, Mayor's Carol service and Dog friendly Carol service.

E20. HMS TRIUMPH FREEDOM OF THE TOWN PARADE/ OFFICIAL OPENING OF NEWTON'S PLACE

The Events Co-ordinator advised Members that she has been in contact with a representative from HMS Triumph about holding a Freedom of the Town event in 2023. It was suggested that this event is held in conjunction with the official opening of Newton's Place. Members supported this idea and discussed possible dates. Accordingly, it was:

RESOLVED that:

The Council will hold a combined event on Saturday 1st April 2023 to celebrate the opening of Newton's Place and to grant Freedom of the Town to HMS Triumph.

E21. DATES FOR PROPOSED EVENTS IN 2023

Members discussed the proposed dates for Council events in 2023, as circulated prior to the meeting. Accordingly, it was:

RESOLVED that:

The proposed events dates for 2023 be hereby noted.

E22. INCOME & EXPENDITURE/BUDGET REQUIREMENT 2023/24

The Events Co-ordinator referred to the Income and Expenditure statement for the period 1st April 2022 to 30th September 2022 for the Events Sub-Committee, previously circulated.

RESOLVED that:

- a) The Income and Expenditure Statement for the period 1st April 2022 to 30th September 2022 for the Events Sub-Committee be hereby noted and accepted.

Members asked the Events Co-ordinator to provide a breakdown of expenditure for the Town Criers event as it had been cancelled. The Events Co-ordinator agreed to request a detailed breakdown from the RFO and report back to Members.

Discussion took place regarding the budget for the year 2023/24. The Events Co-ordinator reminded Members that when they are considering the budget for next year they need to consider the cost of additional events taking place in 2023, such as the Coronation of King

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Charles III and the opening of Newton's Place/ HMS Triumph Freeman of the Town Parade. The Events Co-ordinator suggested a budget of £28,000 is requested to ensure the Council can provide these historic events. Members were concerned at raising the budget due to the current cost of living crisis, it was further noted that the Strategic Planning Forum had communicated the following message to all Committees when considering budgets for 2023/24. *Each Committee must look closely at their budget requirements for the period 2023/24, 2024/25 and 2025/26 and consider the unknown rising costs associated with utilities. It was noted the Events Committee may need to take a slightly different approach. (Minute number 22/07(SP15b))*

Arising from discussions, it was:

RESOLVED that:

The Events Sub Committee **recommends** to the Community & Heritage Committee on 19th October 2022, that it retains a 'budget of £22,000 (plus inflation).

Members suggested that additional costs in relation to the Coronation of King Charles III and the opening of Newton's Place/HMS Triumph Freedom of the Town Parade should be requested from reserves.

E23. LATE CORRESPONDENCE

None.

E24. DATE OF NEXT MEETING

The Chairperson closed the meeting and advised the next meeting of the Events Sub-Committee would be held on Wednesday 18th January 2023.

Meeting closed at 21:00

Chairman.....Date.....

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