

MINUTES OF THE MEETING OF THE **EVENTS SUB-COMMITTEE HELD ON WEDNESDAY 1ST MARCH 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	C Bunday (Mayor)	A Jones
	C Davieson	M Joyce
	R Hayes	C Parker
	M Hocking	L Sheffield (Deputy Mayor)
	D Howe	

In attendance:

Natalie Hicks - Events Co-ordinator
 Linda McGuirk - Principal Administrator
 Nigel Canham - Communications Advisor

E36. APOLOGIES FOR ABSENCE

Apologies for absence were received on behalf of Councillors K Crout, M Pilkington and Sally Henley - Town Development Manager.

E37. INTERESTS TO BE DECLARED

Councillors C Parker, A Jones and M Joyce gave notice of their intention to declare non-pecuniary interests in relation to agenda item 13, Newton Abbot Carnival.

E38. MINUTES

The minutes of the Events Sub-Committee meeting held on the 18th January 2023 were received and signed as a correct record.

E39. PUBLIC PARTICIPATION

None.

E40. HMS TRIUMPH FREEDOM OF THE TOWN PARADE / OFFICIAL NEWTON'S PLACE OPENING – SATURDAY 1ST APRIL

The Events Co-ordinator reported on the events planned for the HMS Triumph Freedom of the Town Parade and the official opening of Newton's Place. Following lunch at the Royal British Legion, the parade will form at Victoria Gardens and parade through the town to the top of Wolborough Street where there will be a small stage for dignitaries to present the Freedom of the Town scroll. TS Ramehead Sea Cadet voluntary band will be accompanying the parade and there will be live music in Courtenay Street during the day.

Members discussed parking arrangements and enquired about a road closure from the top of Queen Street to Courtenay Street. The Events Co-ordinator confirmed that the traffic will be stopped for a very brief period to allow the parade to pass. The Police have been informed and asked if they will manage the rolling road closure, supported by the Facilities Maintenance team.

Following on from the Freedom of the Town Parade at 3pm is the official opening of Newton's Place.

Chair initials.....

E41. EASTER 2023

The Events Co-ordinator reported on the events planned for Easter 2023. There will be an Easter egg trail throughout the town from the 1st to 15th April, people will be encouraged to collect a leaflet from the museum which contains clues on the location of 15 different eggs that will be displayed at various businesses in the town. The Council's mascot 'Newton' will also be handing out free Easter eggs to children in the town centre on Saturday 8th April.

E42. BAND CONCERTS 2023

Members noted the table of band concerts and sponsorship to date for 2023, circulated prior to the meeting. The Events Co-ordinator reported that it has proven difficult to secure sponsors for the concerts. Any shortfall will be taken from the Events Sub Committee budget.

The Events Co-ordinator provided an update on the provision of a catering outlet during the band concerts and confirmed that an ice cream van and hot drinks outlet will be in attendance. Spectators will be encouraged to bring their own picnics to enjoy.

E43. CORONATION OF KING CHARLES III

The Events Co-ordinator reported on the events planned for the Coronation of King Charles the III. On Saturday 6th May there will be entertainment in the town including live music, themed stilt walkers and balloon modelling. St Leonard's Clock Tower will be dressed as 'Coronation Corner' where people can use royal props to take photographs/selfies. There will also be a book of congratulations which members of the public can sign; the book will be archived in the museum.

Sunday 7th May there will be a Party in the Park from 12:00 to 16:00 alongside the band concert, magical bubbles, face painting, balloon modelling, selfie frame and refreshments.

Members discussed the popularity of the face painter at the previous Party in the Park and agreed that two face painters should attend if possible. The Events Co-ordinator is investigating options for items to handout during the event such as flags, chocolate coins and hats. Pin badges are being considered, dependent on cost.

Members recognised the historical importance of the Coronation and were keen to support a large event.

E44. TOWN DEVELOPMENT MANAGER REPORT

Members considered the report provided by the Town Development Manager, circulated in advance of the meeting. It was noted that the Town Council is sponsoring the Maltingsfest Beer Festival in April. It was confirmed that the sponsorship has been allocated from the Town Development Manager's budget.

E45. TOWN CENTRE FLAGS & INFRASTRUCTURE

The Events Co-ordinator updated members on research that has been carried out to expand the flag infrastructure provision in the town. Twenty new locations have been identified, however due to various complications including listed building consent and conservation area constraints it was proving difficult. Letters have been sent to the twenty properties seeking support for the project, to date only two replies have been received.

Chair initials.....

Through her research the Events Co-ordinator has discovered an alternative option; an image of a banner flag which is fixed to lamp columns was circulated to members. Permission to install the banner flags on the lamp columns would need to be authorised by Devon County Council but it was anticipated this would be easier than liaising with several different property owners. Research is taking place into the cost of the banners, infrastructure, and installation. The cost per lamp column is approximately £240 but this may reduce depending on the quantity ordered.

Members recognised the benefit of fixing the banner flags to lamp columns and supported the idea in principle. Accordingly, arising from the discussion, it was:

RESOLVED that:

- a) the Events Co-ordinator identifies suitable lamp column locations and liaises with the County Council regarding necessary permissions.
- b) the Events Co-ordinator obtains a price for the purchase and installation of banner flags and any costs associated with the project.
- c) delegated authority is granted to the Chairperson of the Events Sub Committee, Councillor Mike Ryan to liaise with the Events Co-Ordinator and the Town Clerk to progress the project.

The Events Co-ordinator will investigate whether the project can be funded through the Community Infrastructure Levy (CIL). Members were keen to see the project installed prior to the Coronation events.

The Events Co-ordinator further explained that research has taken place to try and resolve the issue with the existing flags wrapping around the flag poles when it is windy. Various options have been trialled including adding magnets to the flags but so far a solution has not been found. A sample flag with a leaded rope sewn into the fly edge to help eliminate wrapping has been purchased as a trial.

E46. INCOME & EXPENDITURE

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

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

E47. NEWTON ABBOT CARNIVAL

The Carnival Treasurer, Councillor C Parker informed Members that a meeting of the Carnival Committee was scheduled to take place on Monday 6th March 2023 and that several parties had expressed an interest in helping to ensure the Carnival continues in some form. Councillor Parker asked that if an outside body does not come forward to run the event can the Town Council take on the responsibility in some capacity.

Members discussed the future of the carnival and agreed that a decision cannot be made until the outcome of the Carnival meeting is known. It was suggested that it should be a decision made by the new Council following the elections in May.

Councillor C Parker confirmed that he will report back after the Carnival meeting.

Councillor C Parker A Jones and M Joyce having declared personal interests in the item took part in the discussion.

Chair initials.....

E48. **LATE CORRESPONDENCE**

None.

E49. **DATE OF NEXT MEETING**

The Chairperson closed the meeting and advised the next meeting of the Events Sub-Committee would be held on Wednesday 24th May 2023.

As this was the last Events Sub-committee meeting of the current Council the Events Co-ordinator expressed her thanks to the committee and the Chairperson for their hard work and for the great events which had been achieved.

Meeting closed at 20:00

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

Chair initials.....