



In the absence of the Events Co-ordinator the Chairman invited the Town Development Manager to give an update on the forthcoming Easter event. She summarised the key activities booked and expressed her thanks for local sponsorship and the supply of chocolate eggs as that had made a large contribution to the event. The Chairman then invited the Committee Administrator to update Members on the other forthcoming events. Alex Robinson made reference to notes provided by the Events Co-ordinator and the following key points were raised:

#### **Easter Event**

- Confirmed that all areas had been organised and booked and the event would be held on Easter Saturday, 15<sup>th</sup> April 2017.

#### **Town Criers**

- Twelve Town Criers had confirmed their attendance at the competition to date;
- Judges had been agreed to include both Councillors Mike Joyce and Rob Hayes;
- Some sponsorship had been received and the Events Co-ordinator awaited responses from Tuckers Maltings on requests for prizes and Austin's as a Judge;
- Councillor Ken Purchase confirmed the timings and arrangements for the competition based upon comments and revisions made in previous years.

#### **Autumn Fayre**

- The Events Co-ordinator had highlighted the areas to action for the event, which included organising cheese curling following its success last year; to invite craft stalls to participate again; to investigate the possibility of having a cooking demonstration and agree the theme for the Bake Off Competition, to which Councillors suggested that there be an independent judge for this particular event.

### **B. Band Concerts 2017**

The Chairman advised that since the circulation of the Band Concert Summary 2017 they had received confirmation of sponsorship from Buyrite Tyres for the Bay Brass concert in May. She added that only one concert currently stood without sponsorship which was very positive compared to last year and she thanked The Mayor's Secretary, Mrs Winsborrow, on behalf of the sub-committee for her efforts in achieving the sponsorship. Members discussed publicising the sponsorship to thank local businesses for their continued support.

### **C. Events Equipment Inventory**

Members noted the updated Events Equipment Inventory (previously circulated). They commented on the quality of the summary paper and expressed their thanks to the Handyman and the Events Co-ordinator for the preparation of a thorough document. Following discussion, among Members, further items had been identified and it was suggested that these could be included on an updated document and it would be used to plan a list of items for replacement. The Committee Administrator confirmed that the list would be updated at intervals.

#### **E41. ARMED FORCES DAY**

Further to Minute 17/01(E29 b) the Chairman invited Councillor Mrs Ann Jones to update Members on the proposed plans for the new event. The event originally scheduled for Saturday 1<sup>st</sup> July had now been deferred until Saturday 28<sup>th</sup> October 2017 since other similar events were to be held on the same day. Therefore, the new date had been selected to coincide with the launch of the Poppy Appeal. Councillor Jones had registered the event and applied for grant funding. A response was anticipated towards the end of April. It was noted that some of the proposed events were dependent upon a successful grant application but that a scaled down version could still go ahead in keeping with the launch of the Poppy Appeal. Councillor Jones outlined some of the events including a presentation and possible inter-school competition organised by the Field Gunners regiment. Sally Henley would supply Councillor Jones with the necessary risk assessment documents and the Chairman requested a further update at the next meeting of the Events

Sub-Committee where upon the outcome of the grant application would be known. The Chairman and Councillors offered their support for the event and their thanks to Councillor Jones for her efforts to date.

*Councillor Mrs J A M Jones, having declared a personal interest in the item took part in the discussion.*

**E42. INCOME & EXPENDITURE**

Members noted the Events Sub-Committee income and expenditure statement to the 31<sup>st</sup> January 2017 and the remaining budget.

It was reported that the funds that remained would contribute to the cost of printing the new events diaries and banners. The Chairman commended the Events Co-ordinator for good management of the budget as it was forecast to break even by the end of the financial year. Members discussed the possibility of making a press-release to inform the public of the wide range of events provided by the Town Council on the limited budget available. The Committee Administrator noted to raise with the Events Co-ordinator on her return.

**E43. LATE CORRESPONDENCE**

None.

**E44. DATE OF NEXT MEETING**

The next meeting of the Events Sub-Committee would be held on Wednesday 7<sup>th</sup> June 2017.

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Chairman