

MINUTES OF THE MEETING OF THE **EVENTS SUB- COMMITTEE** HELD ON **WEDNESDAY 11th JUNE 2014** AT 7.00 P.M. AT THE TOWN HALL, GREAT WESTERN HOUSE, 9 DEVON SQUARE, NEWTON ABBOT

PRESENT Councillor Mrs L Roberts (Vice-Chairman) Presiding

Councillors Mrs J Cleave
D Howe
M Pilkington
K Purchase
M Ryan

In attendance: Kelly Burridge – Events Co-ordinator

E1. CHAIRMAN OF THE EVENTS SUB-COMMITTEE 2014/15

Nominations were invited for the election of Chairman of the Events Sub-Committee for the year 2014/2015.

RESOLVED that Councillor C Parker be elected Chairman of the Events Sub-Committee for the year 2014/2015.

E2. APOLOGIES

Apologies for absence were submitted from Councillors Mrs C Bunday, M Hocking and C Parker and Sally Henley, Town Development Manager.

E3. VICE-CHAIRMAN OF THE EVENTS SUB-COMMITTEE 2014/15

Nominations were invited for the appointment of Vice-Chairman of the Sub-Committee for the year 2014/2015.

RESOLVED that Councillor Mrs L Roberts be appointed as Vice-Chairman of the Events Sub-Committee for the year 2014/2015.

E4. INTERESTS

Councillors M Ryan, K Purchase and Mrs J Cleave declared personal interests in Agenda Item 7, Newton Abbot Carnival 2014.

E5. MINUTES

The minutes of the Events Sub-Committee meeting held on 19th March 2014 were received and signed as a correct record.

E6. PUBLIC PARTICIPATION

None.

E7. NEWTON ABBOT CARNIVAL 2014

The Vice Chairman invited the Carnival Chairman Councillor Mike Ryan to report on the Carnival 2014. Councillor Ryan reported that the carnival week events had all been organised. The carnival float was still in the process of being completed, but would be finished in time for the carnival. It was mentioned that duck race ticket selling was progressing slowly but it was hoped that all the 1,000 tickets would be sold in time for the Duck Race itself. Members were made aware that any help would be appreciated at the events throughout the carnival week and raffle prizes for each event were also required if anyone had anything to donate. The Events Co-ordinator made the Sub-Committee aware

that the carnival bunting and banners had not been erected as of yet due to complications with the contractor. It was hoped they would be in place in time for the carnival.

The Vice Chairman and Members thanked Councillor Ryan for all his hard work.

E8. EVENTS UPDATE

- a) The Events Co-ordinator verbally reported to Members on the band concerts and Town Criers Competition. The following was reported:
 - **Town Criers Competition** – The Events Co-ordinator reported on the progress of the organisation of the Town Criers Competition. Members noted that 17 places had been secured and that the Newton Abbot Town Crier, Councillor Ken Purchase, was trying to fill the last three spaces. It was also reported that accommodation had been booked for 6 Criers. Members were informed that only two judges had been secured and that another two were still required, Councillor Mike Pilkington agreed that himself and his wife would help judge also;
 - **Band Concerts** – Members were informed that the first two band concerts had taken place with a total of £30.50 being raised at the May concert and £74.14 being raised at the June concert.

- b) The Events Co-ordinator verbally reported to Members on preparations for the Cheese & Onion Fayre, ideas and date change. The following was noted:
 - New date of the Cheese & Onion Fayre being held on Saturday 13th September;
 - Born Hectic to be working in Partnership with Newton Abbot Town Council, providing additional stalls to be situated behind St Lenard's Clock Tower in Wolborough Street;
 - Warren's Bakery to be operating from a gazebo in Courtenay Street to offer the public an opportunity to crimp their own pasty. Vouchers to be provided also;
 - Black Bess Morris Dancers, Peppers Amusements, Cahoots and local craft stalls invited to arrive on the day;
 - Pasty giveaway and proclamation to be relocated to Courtenay Street, just in front of the Market Walk entrance. Councillor Colin Parker and the Town Clerk Phil Rowe to carry out a site visit and check the size of the area;
 - 'Best Presented Stall' to be judged by the Mayor Councillor Mike Hocking and Town Crier Ken Purchase, with the prize winner voucher being donated by the Olive Tapas Restaurant;
 - Members were also informed that a company called 'Wacky Nations' had been in contact with reference to organising a cheese & onion based mini event. As they were unable to attend the event they offered three 'wacky' concepts that could be purchased. These concepts would be a text document detailing everything that was required to run each event. It agreed it was a good idea to offer a fun cheese & onion themed element on the day but requested the Events Co-ordinator to carry out further investigations before committing;
 - Members agreed to change the procession route and add Bank Street;
 - Councillor support and assistance was required for the day, in the morning for the erection of the gala tent and gazebo and also throughout the day. The Events Co-ordinator to send an email to all Councillors in that regard.

E9. CHRISTMAS EVENTS 2014

The Events Co-ordinator reported on the proceedings to date for the Christmas events for 2014. The following was discussed:

- All but one school had confirmed they would like to participate in the Lantern Parade this year;
- The timing of the procession to be reviewed as the time taken was shorter than planned in 2013. Possibly extend the procession through Bank Street, Highweek Way and approach Tower from Wolborough Street;
- To arrange entertainment at the Tower when the procession arrives, to ensure public participation in the Carol Service;
- Members agreed that a professional choir be booked for the Carol Service;
- More help was needed during the Carol Service for the collection.

E10. INCOME & EXPENDITURE

- a) Members noted the Events Sub-Committee overview for 2013/14. The Event Co-ordinator informed Members that there was an over spend of £909 due to the band sponsorship income being paid into the incorrect year;
- b) The Income and expenditure as of 4th June for 2014/15 was noted.

E11. LATE CORRESPONDENCE

None.

E12. DATE OF NEXT MEETING

Wednesday 1st October 2014.

Chairman