

MINUTES OF THE MEETING OF THE **EVENTS SUB-COMMITTEE** HELD ON **WEDNESDAY 25th SEPTEMBER 2024** AT 7.00 P.M. AT NEWTON'S PLACE, 43 WOLBOROUGH STREET, NEWTON ABBOT.

PRESENT Councillors M Ryan (Chairperson) Presiding
A Ineson (Vice-Chairperson)

Councillors J Bradford A Hall
L Cooke M Joyce
C Davieson C Parker

Councillor L Wood was also in attendance.

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

By invitation A representative of Rotary Newton Abbot.

E01. ELECTION OF CHAIRPERSON OF THE EVENTS SUB COMMITTEE 2024/25

Nominations were received for the election of the Chairperson of the Events Sub Committee for the year 2024/2025.

Accordingly, it was:

RESOLVED that Councillor Mike Ryan be elected Chairperson of the Events Sub Committee for the year 2024/2025.

E02. APOLOGIES

Apologies were received on behalf of Councillor Richard Buscombe.

E03. APPOINTMENT OF VICE CHAIRPERSON OF THE EVENTS SUB COMMITTEE 2024/25

Nominations were received for the appointment of the Vice Chairperson of the Events Sub Committee for the year 2024/2025.

Accordingly, it was:

RESOLVED that Councillor Amanda Ineson be appointed Vice Chairperson of the Events Sub Committee for the year 2024/2025.

E04. INTERESTS TO BE DECLARED

None.

E05. MINUTES

Chair initials.....

The minutes of the Events Sub-Committee meeting held on the 10th April 2024 were received and signed as a correct record.

Cllr J Bradford abstained from voting.

E06. COMMITTEE TERMS OF REFERENCE

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

Accordingly, it was:

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

- b) It was agreed to consider the Strategic Planning Forum budget message and the Sub Committees budget requirement for 2025/26 at agenda item 11.

E07. PUBLIC PARTICIPATION

None.

E08. EVENTS UPDATE

- a) The Chairperson welcomed a representative of Rotary Newton Abbot to the meeting and invited her to give an update on the Saturday element of the Party in the Park event as organised by the Rotary, and to hear the Rotary's aspirations for 2025.

The Rotary representative reported the event had gone really well despite the very wet weather. Some traders and entertainment hadn't turned up on the day due to the weather but those who did reported a successful day. A new layout was trialled which worked well. Special thanks were expressed to the Mayor, Councillor A Hall, who after officially opening the event took time to meet and chat with all the traders. Thanks, were also given to Councillors C Parker and M Ryan for managing the sound equipment/compering and to the Events Co-ordinator and the Assistant Events Co-ordinator for their guidance and support.

The Rotary confirmed they would like to continue working in partnership with the Town Council to hold a similar event in July 2025 and have plans to expand the event to include a dog show and increasing children's activities.

The Chairperson thanked the representative for their report and invited Councillors to ask questions. Members urged the Rotary to consult with Teignbridge District Council as soon as possible regarding the dog show. Discussion took place about entertainment for young people.

Members were keen to continue working in partnership with Rotary Newton Abbot. Arising from the discussion, it was:

Chair initials.....

RESOLVED that Newton Abbot Town Council will work in partnership with Rotary Newton Abbot to hold a Party In the Park event on the 12th and 13th July 2025.

The representative of Newton Abbot Rotary left the meeting.

- b) The Events Co-ordinator reported on the Summer and Autumn events which had taken place this year.

Band concerts – 4 out of 5 took place, donations for the Mayor’s charity ranged from £170 to £240. Members discussed wet weather contingencies and it was agreed this wasn’t viable.

Discussion took place about offering a more diverse range of music events. Arising from the discussion, it was:

AGREED to form working party to review the current music provision at Council events and to ensure a diverse music offering. The working group will consist of Cllrs A Hall, J Bradford, A Ineson, L Cooke, L Wood, the Mayor’s Secretary and the Events Co-ordinator.

D Day Beacon events were well attended. Highweek church stayed open for people to use facilities. Discussion took place about whether three beacon sites were necessary and the inclusion of readings/bagpiper at future beacon lighting events. It was suggested readings could be given at each location by the Mayor, Deputy Mayor and a representative of the Royal British Legion. Members were informed the next beacon lighting event will be in May 2025 to commemorate VE Day.

Party In the Park (Sunday) – A great event, the weather had improved from the Saturday Rotary event with a good turnout to see the youth bands. The traders were busy, and entertainment was popular.

Barham Cup – the partnership with Teignmouth Regatta had been successful, NATC had provided the sound equipment, staging and personnel. Feedback had been received that the catering provision was expensive, and members discussed catering options for future events. Members were keen to participate in the event in 2025.

Town Criers – The Events Co-ordinator informed members of the sad passing of Mr Michael Davies on Monday evening. Mr Davies had recently attended the Town Criers event and won Best Dressed Escort. Thirteen Criers had attended, members were informed of the results from the various categories.

The event had been featured on BBC Spotlight.

Councillors expressed their thanks to Austin’s Department Stores for their generosity donating prizes.

- c) The Events Co-ordinator reported on forthcoming winter events.

Chair initials.....

Remembrance Sunday – planning is well under way. A meeting is being held with officers from NATC and TDC to discuss the impact of the Queen Street development work on the parade. The Events Co-ordinator will update members accordingly. Wales & West Utilities have a road closure in place along East Street which will impact plans. Concerns were raised about the highway works in the vicinity of the War Memorial.

Christmas Lights Switch On – Street food stalls have been booked by the TDC Markets Team. There will be face painting, balloon modelling and live entertainment including a walkabout polar bear that has been funded by the Teignbridge Arts Project. Fireside selfies will be open at the Clock Tower. A contractor has been booked to manage the sound provision. Members were reminded that volunteers are required to ensure a safe event.

The Community Shed group are making gingerbread statues and a static life size sleigh. Members discussed the parade route, it was agreed the Events Co-ordinator will liaise with Councillor Mike Ryan and report back to the Sub Committee.

Victorian Evening – there will be a slightly different configuration this year. Charity stalls and Mayor’s raffle in Market Square, there are 14 charities confirmed so far. Father Christmas will be on his sleigh in front of the Clock Tower, Bradley Barton primary school choir will perform. Street entertainment booked including stilt walking Victorian policeman, penny farthing balloons and a children’s entertainer.

Lantern Parade - 8 primary schools have confirmed attendance. The theme is ‘A Night Among Amazon Animals’. Procession from Bearne’s Primary School.

Mayors Carol Service – starts at 6:30pm, rock choir, Father Christmas in Bank Street, fireside selfies will be open.

E09. EVENTS 2025

Members noted the list of proposed events for 2025, as circulated prior to the meeting, subject to a correction to the date of the Town Criers event which will be on the 6th September 2025 and inclusion of the Party In The Park event on Saturday 12th and Sunday 13th July 2025.

Members suggested the addition of classic motorbikes as part of the Classic Car Show. It was also suggested a cycle event could be popular.

E10. EVENTS CO-ORDINATOR ROLE

Members noted a briefing note from the Town Clerk, as circulated prior to the meeting, outlining proposed changes to the management of Town Council events following the resignation of the Town Development Manager.

E11. INCOME & EXPENDITURE

Chair initials.....

Members considered the Sub Committees budget requirements for 2025/26, in line with the budget message from the Strategic Planning Forum. Members agreed to increase the contribution to the Rotary to support the Saturday of Party In The Park to £1,500 – an increase of £500 on the previous year.

Members raised concerns that the sound equipment may need upgrading and agreed to investigate the condition of the sound equipment. Councillors Hall, Joyce, Parker and Ryan will check the current sound equipment and report back. It was suggested £500 is earmarked to cover upgrading the sound equipment.

Arising from the discussion, it was:

RESOLVED that the Events Sub Committee recommends to the Strategic Planning Forum that the budget for 2025/26:

- Increase in line with inflation.
- A budget increase of £1000 (to support the Rotary’s Party In the Park event and upgrade sound equipment).
- That the budget allocated to the Town Development Manager to facilitate Town Centre events is vired to the Events Sub Committee.

The Events Co-ordinator referred to the Income and Expenditure report for the period 1st April 2024 to 13th September 2024 for the Events Sub-Committee, previously circulated.

RESOLVED that the Income and Expenditure report for the period 1st April 2024 to 13th September 2024 for the Events Sub-Committee be hereby noted and accepted.

E12. LATE CORRESPONDENCE

None.

E13. DATE OF NEXT MEETING

The Chairperson closed the meeting and advised the next meeting of the Events Sub-Committee would be held on Wednesday 29th January 2025.

Meeting closed at 20:55 hrs.

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

Chair initials.....