

SANDBACH TOWN COUNCIL

EVENTS SUB-COMMITTEE

This meeting will be clerked by The Operational Support Officer. Please ensure that all apologies are made directly to the clerk of the meeting no later than 5.00pm on the day of the meeting.

Agenda for the meeting to be held on Wednesday 27 July 2022 at 7.00pm in Sandbach Town Hall.

Committee Members: Cllrs N Cook (Chair), G Merry (Vice Chair), D Hegarty, J Beddows, P Eaton, L Crane and D Poole.

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

To provide an opportunity for Members and Officers to declare pecuniary & non-pecuniary interests in relation to any item on the agenda.

PUBLIC QUESTIONS

The Chairman of the meeting will adjourn the meeting to allow questions from members of the public.

After the questions the Chairman will reconvene the meeting.

3. TO APPROVE THE MINUTES OF THE EVENTS SUB-COMMITTEE MEETINGS HELD ON 22 JUNE 2022.

4. PARTY IN THE PARK

Lead: Operational Support Officer

Action: To receive an verbal update from the Operational Support Officer on the 2022 Event.

5. MARKET TOWN FESTIVAL

Lead: Operational Support Officer

Action: To receive an verbal update from the Operational Support Officer on the organisation of this Event.

6. REMEMBRANCE PARADE 2022

Lead: Meeting Chair

Action: To agree and delegate any further actions as required.

7. HALLOWEEN EVENT

Lead: Meeting Chair

Action: To:

- i) Receive the event proposal from Cllr Merry
- ii) To agree to recommend an event proposal to the Community and Environment Committee for approval and funding allocation.

8. FESTIVAL OF LIGHT

Lead: Meeting Chair

Action: To:

- i) Receive the event proposal from Cllr Cook
- ii) To agree to recommend an event proposal to the Community and Environment Committee for approval and funding allocation.

9. CHRISTMAS LIGHTS SWITCH ON

Lead: Operational Support Officer

Action: To receive the verbal update on organisation of the event and to agree and delegate any further actions as required.

10. EVENTS BUDGET 2022/23

Lead: Meeting Chair

Action: To agree and delegate any further actions as required.

11. CORRESPONDENCE

There is none.

12. DATE, TIME AND PLACE OF NEXT MEETING

To be arranged.

Please note that this meeting will be recorded and the audio recording made available to the public within 5 working days of the meeting.

EVENTS SUB-COMMITTEE

Minutes of the Meeting of Sandbach Town Council's Events Sub-Committee held on 22 June 2022 at 7pm in Sandbach Town Hall.

PRESENT	Councillors	N Cook
		L Crane
		J Beddows
		D Poole
		G Merry
		D Hegarty

Also in attendance was the Chief Officer.

The meeting Chair confirmed that the meeting audio is recording, and asked if any one else recording the meeting could please let themselves known. Cllr Poole confirmed that he was taking a video recording of the meeting. The Chair invited anyone who did not want their face on the recording to contact Cllr Poole.

1. APOLOGIES FOR ABSENCE

Cllr K Flavell

No apologies received: Cllr P Eaton

2. DECLARATIONS OF INTEREST

Cllr Cook declared an Non Pecuniary interest in item 7 due to being a Member of the RBL.

PUBLIC QUESTIONS

The Chair adjourned the Meeting to allow questions from Members of the public in attendance.

As there were no members of the public, the meeting was immediately reconvened.

3. TO APPROVE THE MINUTES OF THE EVENTS SUB-COMMITTEE HELD 3 MAY 2022

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Resolved: That the minutes be approved.

4. PARTY IN THE PARK

Lead: Operational Support Officer

The OSO confirmed that everything was now in place for the event, and that circa 100 tickets had been sold but with many enquiries about whether they are available on the gate. He was also thankful for the number of Councillors who had put their names forward to volunteer on the day.

Cllrs raised the issue of leaflet deliveries, with several in attendance noting that they knew several people who had not received them. It was decided that another delivery company should be sourced as an alternative, as there have been a number of issues with various different leaflets recently. It was also suggested that members could ask the public at Cllrs Surgeries if they had received particular leaflets.

The Chair confirmed that she would speak to the Mayor regarding introducing the bands at Party in the Park.

5. JUBILEE SCHEME

Lead: Operational Support Officer

The OSO confirmed that 6 grants had been awarded for a total of £1180 and that feedback had been received from 5 of the awardees: Sandbach Rugby Club, St Johns PCC on Sandbach Heath, Elworth Hall Farm Residents Association, Friends of Elworth Park and Elworth Hall. No feedback was received from the Hungerford Place Jubilee Committee.

The feedback received was very positive, with all the replies stating that the event would not have gone ahead without funds, or would not have been as good as it was. The Events were spread across all 4 of Sandbach's wards and were all well attended. It was queried whether a Press Release could put out regarding the scheme so that the public are aware that the Jubilee Grants Funds was a success.

Members thanked the Market Manager for his work on the Market Hall during the Jubilee.

6. MARKET TOWN FESTIVAL

Lead: Operational Support Officer

The OSO confirmed the event was all booked, as reported at the last Events Sub-Committee meeting. The Senior Business Development Officer is attempting to find interesting live music, such as a steel band, but so far has been unsuccessful. It was reported that further work on this event has not been

possible due to current Events Staffing levels in the Town Hall

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Members asked if the Senior Business Development Officer could attend the next meeting for a full discussion around the event.

7. REMEMBRANCE PARADE 2022

Lead: The Meeting Chair

The Meeting Chair noted that the RBL is no longer able to organise the parade portion of the event due to insurance but would still be responsible for the Service, invites and Church. Sandbach Town Council is responsible for the Road Closure and so needs to reach out to Traffic Management companies to get this support booked in. It was confirmed that there is £2000 available in the budget for this purpose.

Members questioned whether the Parade should continue to March back to Westfields or if it could dismiss after the Church Service.

Cllr Cook agreed to organise a meeting with the Sandbach RBL Branch Chair to start to work together and arrange details for the day.

8. FESTIVAL OF LIGHT/CHINESE NEW YEAR

Lead: The Meeting Chair

A number of ideas were suggested for this event, including a Diwali event, tying it in with Chinese New Year or tying it in with the Halloween event. Members felt that it would be appropriate to hold such an event in January/February which is a quiet time of year for events and it can "Bring in the Light" for the new year rather than being linked to a specific religious/cultural event.

Cllr Poole was asked to raise with the Transport Festival Committee whether they would consider doing a lights style event on the Saturday.

Cllr Cook offered to pull together a full proposal for this event to bring to the next Events Sub-Committee Meeting.

9. HALLOWEEN EVENT

Lead: The Meeting Chair

Members were very keen to ensure that this event still goes ahead given the current status of the Sandbach Partnership. Members do not want to take this event away from the Partnership – just ensure that it still happens.

It was suggested that the Town Council could hold an event in the Market in the Market Hall on the Saturday nearest to Halloween and invite local Community Groups to fundraise and run a stall.

Cllr Merry offered to create a full proposal for this event to bring to the next Events Meeting.

Resolved: That the Town Council ensures there is a Halloween Event in some format, in the absence of any Partnership event.

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10. CORRESPONDENCE

There was none.

Members asked that the following items be put on the next events agenda: Christmas Lights Switch on, Market Town Festival, Remembrance, Party in the Park debrief, Festival of Light, Halloween, Events Budget for 22-23.

11. DATE, TIME AND PLACE OF NEXT MEETING

The next Events Sub-Committee meeting will take place on Wednesday 27th July at 7pm in Sandbach Town Hall.

The meeting closed at 8.11pm
N Cook, in the Chair
MW