



**SANDBACH
TOWN COUNCIL**

EVENTS SUB COMMITTEE

Minutes of the Meeting of Sandbach Town Council's Events Sub-Committee held on 18th January 2023 at 7pm in Sandbach Town Hall.

PRESENT	Councillors	N Cook K Flavell (Mayor) G Merry L Crane S Broad D Hegarty J Beddows A Nevitt (Joined following co-option, Agenda item 2)
----------------	-------------	--

Also present was the Chief Officer, Deputy Chief Officer and three members of public.

1. APOLOGIES FOR ABSENCE

None.

2. SUB-COMMITTEE VACANCY CO-OPTION

The Chair confirmed that there is currently a vacancy on the sub-Committee and that all Members had been invited to express an interest in joining, with one reply received.

Resolved: That Cllr Nevitt is co-opted to the *Events Sub-Committee*.

Cllr Nevitt joined the Sub-Committee at this point of the meeting.

3. DECLARATIONS OF INTEREST

Cllr Flavell confirmed, in relation to agenda item 7, that she is a trustee of the Arts Room.

PUBLIC QUESTIONS

The Chair of the meeting adjourned the meeting to allow questions from members of the public.

Resident 1.

Queried cost of the Christmas Market

In reply, was advised that queries should relate to the meeting agenda however if the office are emailed directly a response can be provided.

Resident 2

Confirmed that Sandbach Partnership is back up and running and that they are interested in working with Town and Borough Council on any events within the community.

The meeting was reconvened.

4. TO APPROVE THE MINUTES OF THE EVENTS SUB-COMMITTEE MEETINGS HELD ON 11 AUGUST 2022.

Resolved: the minutes of the meeting are approved as a true record.

5. ANNUAL STC ACTIVITIES

Members discussed the proposal to confirm the three established events are delegated to staff as operational activities, with continued and appreciated Councillor support on the day. It was confirmed that the Town Hall events team have a draft calendar of varied activities planned to support the community and enhance the offering as a Community Hub venue.

The Town Hall reports on all activity via Assets and Services Committee, which will remain the case. Any additional events, which are not day to day, in-house, would follow usual route of being requested by Council or Community and Environment Committee for sub-Committee review, costing and, if formally approved, delivery by the group/volunteers, with provision of Officer support for the group.

Resolved: That Members confirm that annual Market Town Festival, Town Hall Summer Holiday and Party in the Park activities are to be confirmed as operational functions, with all decisions made by responsible Officers, within Council approved budgets and in line with adopted Financial Regulations.

6. LANTERN FESTIVAL 2024

Having allocated a 2023/24 budget of £2,500 for this event, Members discussed the event briefly however, as the expenditure for the event is unknown, it was suggested that a task and finish group was formed in order to prepare a costed proposal report to Community and Environment Committee.

Councillors NC, DH and SB expressed interest in joining the group. All Councillors will be invited to join.

Chair of the Sub-Committee will prepare a paper for the first working group meeting to update on discussions and plans from previous meetings.

Resolved: That a Lantern Festival Working group is formed and all Council Members invited to join.

7. CHRISTMAS LIGHTS SWITCH ON

Members discussed the 2022 Switch On and agreed it was a great success, however, within feedback provided there were many concerns expressed regarding cost to attendees of certain aspects of the on-site activity. To ensure the community can enjoy the full event and, in recognition of the rich variety of charity and volunteer groups in the Town, suggestion was made that alternative free or low cost activities could be provided by these groups.

Resolved: That the event for 2023, on November 25th, will be planned by Officers and a report provided for a later Events Sub Committee meeting.

8. CORONATION ACTIVITIES

Several suggestions for public celebration activities were considered, from 1 – 3 day events, use of parks, bunting, ward-specific and Town Centre, including shops, venues, pubs, eateries and in conjunction with local volunteer groups and charities. A cost for the event(s) is now urgent requirement to facilitate budget decision of Council. Though recognising and celebrating this very special event, members are mindful of cost and current climate impacting many within the Sandbach Community.

It was suggested, to expedite the planning and costing process time, that a task and finish working group be formed, with first meeting taking place 25th January 2023 in the Town Hall (7pm).

The group will consist of Cllrs NC, LC, KF, GM, JB, SB and AN and at the first meeting the day(s) of events will be agreed to ensure application deadlines, where appropriate, are met.

Resolved: That a Coronation Working Group be formed to compile a costed action plan proposal for Council review and funding approval and to deliver the event, with office support.

9. CORRESPONDENCE

There is none.

10. DATE, TIME AND PLACE OF NEXT MEETING

To be arranged.

Meeting closed 8.08pm
Cllr N Cook, Chair

KP