

# SANDBACH TOWN COUNCIL

## EVENTS SUB-COMMITTEE

Minutes of the Meeting of Sandbach Town Council's Events Sub-Committee held on 21 August 2019 at 5.30pm in the Sandbach Literary Institution, Hightown.

### **CHAIRMAN**

In the absence of the Committee Chair and Vice-Chair, it was resolved that Cllr Flavell would chair the meeting.

### **PRESENT** Councillor:

L Crane  
K Flavell (in the Chair)  
D Jack  
R Hoffmann  
M Muldoon (Mayor)

### Officers:

A Banks – Town Clerk  
J Barber – Events and Promotions Officer

### Public Co-opted:

J Jones

Also in attendance were Cllr S Broad and a member of the public.

## **2. APOLOGIES FOR ABSENCE**

Cllrs: G Merry  
P Eaton  
M Wellings

## **3. DECLARATIONS OF INTEREST**

There were no declarations of interest.

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## **PUBLIC QUESTIONS**

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

### Speaker 1

The question was asked whether there are any plans to revive Sandbach in Bloom?

The Clerk and one Councillor responded and it was agreed that this should be considered at the next Community and Environment Committee meeting.

After the questions the Chair will reconvened the meeting.

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## **4. TO APPROVE THE MINUTES OF THE EVENTS SUB-COMMITTEE HELD 17 JULY 2019**

**RESOLVED:** that the minutes of the Events Sub-Committee held on 17 July are approved as an accurate record.

## 5. EVENTS SUB-COMMITTEE TERMS OF REFERENCE

The Terms of Reference were reviewed.

**RESOLVED:** that the Terms of Reference are approved without amendment.

## 6. CO-OPTION

**RESOLVED:** that Mr John Jones is co-opted to the Sub-Committee for involvement with the item: 75<sup>th</sup> Anniversary of VE Day.

The Clerk confirmed that Mr Jones would have no voting rights and would not count towards a meeting quorum.

## 7. MARKET FESTIVAL UPDATE

The Events and Promotion Officer gave a progress report. All acts have been confirmed and a site plan was shared. Risk assessments are in place. Promotion has been undertaken, with a flyer being delivered to every household and banners to be in place by 22 August. Social media promotion will also be undertaken up to the day of the event. It was suggested and agreed that local radio should also be asked to promote.

The Events and Promotion Officer will be in attendance on the day from 7am, through to 5pm. Councillors may join her to help throughout the day.

The Events and Promotion Officer was thanked for her work in coordinating what will be a 'spectacular day'.

**RESOLVED:** that the report be received.

## 8. 75<sup>TH</sup> ANNIVERSARY OF VE DAY

8 May 2020 marks the 75<sup>th</sup> anniversary of VE Day. The RBL and other forces groups have made enquiries into what might be done to celebrate this significant date. An outline plan of what could be done was shared, which provided a week long schedule and television coverage. Ideas include:

- Buildings being dressed as they would have been in war-time.
- Mini battles in the streets.
- Military vehicle exhibitions/demonstrations.
- Spitfire/Lancaster/Dakota fly past.
- Band concert/s.
- Street Party

The idea is that all factions of the community will be involved and that various competitions for engagement will be in place.

Members of the sub-committee loved the idea, but questioned whether it was achievable, what the cost might be and whether everything would be available for the proposed dates of 4 – 9 May. They also asked about the role of STC and whether there would be any liability to STC.

**RESOLVED:** that Cllr Jack and Mr Jones prepare a report to the next C&E Committee meeting, which will detail costs, resource requirements and liabilities to the Council. The C&E Committee will need to approve the event.

## 9. CHRISTMAS LIGHTS SWITCH ON

The Clerk reminded members of her report to Council on 15 August that Sandbach Christmas Lights had been passed to the Town Council for the installation and delivery of the switch on event. Council had authorised the spend of the budget, up to £10k, with the lights installation being delegated to the Clerk and the switch on event being passed to the Events Sub-Committee.

Silk Radio has been approached with regard to delivering the event and have prepared a 'top package' quotation. On consideration members felt that this type of package should be reserved for a future year, when the Council has had an opportunity to review the lights provision and make changes where necessary, a 'launch' event.

The lights switch on will take place on Saturday 30<sup>th</sup> November and will require stage, PA, celebrity and some children's activities. It was felt that the Rotary, Round Table and local Cadets should be asked to be involved.

**RESOLVED:** that

- i) A scaled down package should be discussed with Silk and reported back to the next Sub-Committee meeting.
- ii) Local groups (as above) should be invited to become involved.
- iii) A full report is presented to the next Events Sub-Committee meeting, when a decision will be made.

## 10. MUSIC EVENTS IN SANDBACH TOWN HALL

Proposals were outlined for a series of musical events to take place in the Town Hall, which ranged from rock bands to black tie evenings. It is proposed that the events are ticket only and will more than cover their cost, with additional revenue being raised through wet sales.

The ideas gained favour and the Clerk suggested that these are delivered as operational activities, with reports being made via the Assets and Services Committee.

**RESOLVED:** that further investigation and consideration of the format of the events, and that the matter is dealt with as an operational activity, reporting to the Assets and Services Committee.

## 11. CORRESPONDENCE

### 11.1 A Sandbach Resident

Email dated 29<sup>th</sup> July in relation to Fireworks at the Party in the Park Event.

**RESOLVED:** that the correspondence is noted.

### 11.2 Cheshire Constabulary

Email dated 7<sup>th</sup> August in relation road closures at the Transport Festival.

**RESOLVED:** that the correspondence is noted.

## 12. DATE, TIME AND PLACE OF NEXT MEETING

The next meeting will take place at the SLI on Wednesday 18 September at the later time of 6.00pm.

The meeting closed at 6.51pm  
K Flavell, in the Chair  
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