



SANDBACH
TOWN COUNCIL

COMMUNITY & EVENTS COMMITTEE

Minutes for the meeting held on **Wednesday, 23RD August 2023**
at **7.00pm** in **Sandbach Town Hall**.

Present Councillors: J Beddows(Chair), A Nevitt (Vice Chair), N Cook, D Hegarty, G Price Jones, J Arnold, L Mac Gregor, M Hough, and S Broad.

1. APOLOGIES FOR ABSENCE

No apologies were received for the meeting.

2. DECLARATIONS OF INTEREST

Cllr Cook declared a non-pecuniary interests in item 8 & 9.

PUBLIC QUESTIONS

The meeting Chair adjourned the meeting to allow questions relating to items on this Agenda from members of the public. The ladies circle spoke in support of their small grant application and explained that the equipment they had inherited required some refurbishment to be fit for purpose. A member of the public asked for the wildflower project to be placed on the next meeting Agenda. The Chair reconvened the meeting.

3. MINUTES OF THE LAST MEETING

[Attached: Draft minutes]

Lead: Chair

A request was made to ensure that outcomes from previous meetings were communicated.

Resolved: the *minutes of the meeting held on 15th February 2022 were agreed as an accurate record.*

4. COMMUNITY & EVENT COMMITTEE TERMS OF REFERENCE

[Attached: Draft Terms of Reference]

Lead: Chair

A suggestion was made to amend the reference to CBS in item 13 which was agreed.

Resolved: *the draft terms of reference, as amended were agreed to be recommended to Council.*

5. COMMUNITY & EVENTS COMMITTEE CORPORATE STRATEGY OBJECTIVES

[Attached: Corporate Strategy Document Extract]

Lead: Chair

At its meeting on 7 June 2023, Council agreed to request that Service Committees would review the actions within their remit and report back on their status and priority. The Chair highlighted the general view that a task & finish group would be better placed to review the specific actions. A number of members volunteered to be involved

Resolved: *To join the Taks & Finish Group to consider the actions included within the Council's Corporate Strategy and make recommendations to Council.*

6. COMMUNITY & EVENTS COMMITTEE 2023-24 BUDGET

[Attached: RBS 2023-24 Budget & Actuals June Summary]

Lead: Chair

Resolved: *the actuals against budget position for the Community & Events Committee were noted.*

7. ANNUAL EVENTS SCHEDULE

[Attached: Report from the Chief Officer]

Lead: Chair

The Committee considered the annual programme. Questions were raised about the intention to transfer the Wakes Fair to CEC and the Chief Officer agreed to investigate. Also noted that there was a weight restriction on the refurbished Small Common Car Park and that the Fair could not be safely located there. The Committee agreed that they were keen to progress plans for the Festival of Light in January, subject to resources and agreed to set up a Working Group to scope out an event and make a proposal to Council. The Chief Officer re-iterated that current staff absence would affect the Council's investment in staff for such an event and that the winter events were potentially at risk.

Resolved:

- i) the annual events programme and current resource constraints were noted;
- ii) a task and finish group would be set up to scope the Festival of Light event in January 2024 for a proposal to next Council.

8. MEMBERS ITEM WAR MEMORIAL DEDICATION

[Attached: Members item form; Cllrs Nevitt, Broad, Hough, Beddows]

Lead: Chair

Cllr Nevitt explained how she had progressed this project and that she proposed to hold a special memorial on the second Sunday in October. No additional Council resources were required to deliver the event.

Cllr Cook asked if there was a possibility for the names to be included in the main memorial. Cllr Nevitt confirmed that CEC had confirmed that there was not sufficient space but that the additional plaque was strictly regulated to be in keeping with the CEC guidelines. The Chair thanked all involved in this impressive development of which the town can be proud.

Resolved: *To support the event to be held on Sunday 15th October 2023 with no additional resources required from the Council.*

9. REMEMBRANCE PARADE UPDATE & APPROVALS

[Attached: Invoices relating to Town Council approved support for the Remembrance Parade]

Lead: Chair

Members discussed arrangements for poppy distribution and a number of members volunteered to be involved in a member led working party. It was suggested that additional poppies should be purchased to ensure that all the wards would have some display and that these could be purchased from the general events budget. All Council members would be invited to help with poppy displays in due course by the working party. As a separate but related issue it was agreed that the Coronation bunting would be removed asap after the Town Festival on 9th September 2023.

Resolved:

- i) *the invoice payments of £2,565 and £1,071.50 (excluding VAT) for road closures and audio equipment respectively were approved;*
- ii) *a working party of members would identify the need for additional poppies, agree the routes, organise poppy distribution, and invite all members;*
- iii) *delegated authority to the Chief Officer to purchase additional poppies, as advised by the group, up to the authorised limit of the committee expenditure and funded from the general events budget, was approved.*

10. SANDBACH GUIDE & NOTICE BOARDS

Lead: Chair

There was a general consensus that the town guide and maps should be updated and that this could be a collaborative community effort.

Resolved: that the Chief Officer enter discussions with Sandbach Partnership regarding potential transfer with any financial implications and report back to the next meeting.

11. SMALL GRANT APPLICATION (Santa Sleigh)

[Attached: Grant Application]

Lead: Chair

The Ladies Circle were thanked for their initiative which was warmly welcomed by the Committee. The grant was fully supported. The Committee also supported the use of the Ranger Van during the evening for this events, in line with last year which worked well.

Resolved:

- i) *The small grant application was fully supported for approval through delegated authority to the Chief Officer in consultation with the Chairs of Community & Events & FPG Committees;*
- ii) *Use of the Council's Ranger Van also supported in line with last year.*

12. SANDBACH CONNECTED COMMUNITY PARTNERSHIP UPDATE

[Attached: Sandbach Connected Community Partnership Meeting Notes 15 June 2023]

Lead: Cllr Arnold

Resolved: *the update from the Connected Communities Partnership was noted.*

13. SKATEPARK WORKING GROUP

[Attached: Skate Park Working Group Meeting Note].

Lead: Chief Officer

A suggestion was made to explore options of facilitating research into better facilities and / or transporting interested parties to local skate parks if no location is identified in Sandbach. Noted the Chief Officer is meeting members of the Group in Sandbach Park for a site visit before Full Council.

Resolved: *An update from the working group, and the intention to seek Council approval for next steps, was noted.*

14. CORRESPONDENCE

None received.

15. DATE/TIME AND PLACE OF NEXT MEETING

The date of the next meeting is 1st November 2023 at Sandbach Town Hall.

Meeting Closed 8.20pm
Cllr J Beddows (Chair)
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