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| Clowne Parish Council | | |
|  | Minutes of the Meeting | |
| [Image result for clowne parish council logo](https://www.bing.com/images/search?view=detailV2&ccid=dEcjqzac&id=68EF9836CB86FAC01DC753E7AE22EE5D397ED8BE&thid=OIP.dEcjqzacH9a39LUOheIAEgD5Es&q=clowne+parish+council+logo&simid=608006687670471736&selectedIndex=0) | Meeting | Events Committee |
| Date of Meeting | Tuesday 8th March 2022 |
| Council Meeting Start Time | 6.30pm |
| Meeting Venue | Clowne Community Centre  Clowne  S43 4PL |
| In Attendance | Councillors M. Dixon, N Hoy. M. Hoy, J. Wood from minute number E39/21, N. Yewman  Clerk – S. Singleton |

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| Agenda Item | Order of Business | Resolution | Decision |
| E33/21 | **Apologies for Absence**  The Clerk advised that Councillor Wood may be late to the meeting due to work commitments. | It was moved by Councillor N. Hoy and seconded by M. Dixon that the apologies for absence be approved. | Agreed  All in Favour |
| E34/21 | **Confirmation that Attendance Register has been signed** | The Clerk advised that the attendance register had been signed by all present. | |
| E35/21 | **Notification of Unregistered Declarations of Pecuniary Interest** | None | |
| E36/21 | **Notification of Consideration of a Dispensation** | None | |
| E37/21 | **Confirmation and signing of the Minutes of the following Events Committee Meetings:**   * Tuesday 25th January 2022   The Clerk also updated Members on the success of the recent February Half Term SEN Sport Programme and the Extreme Wheels Activity Programme for 2022.  The Committee asked the Clerk to write to the SEN Sport team and thank them for a successful programme. | It was moved by Councillor N. Hoy and seconded by Councillor M. Dixon that the minutes of the meeting held on Tuesday 25th January 2022 be approved as a true and correct record. | Agreed  All in Favour |
| E38/21 | **Proposed Date and Time of Council Meetings and Committees**  As not all Committee Members were present the Committee didn’t want to arrange a date that may not be convenient for some Members. | It was moved by Councillor M. Hoy and seconded by Councillor M. Dixon that the Clerk circulates via email the proposed date of the next meeting of the Committee for consideration. | Agreed  All in Favour |
| E39/21 | **Queens’ Platinum Jubilee**  Councillor Wood joined the meeting.  The Clerk referred to previous discussions by the Events Committee about arrangements for the Queen’s Diamond Jubilee.  Members considered the suggested dates and associated arrangements for the two previously proposed Diamond Jubilee celebratory events for Clowne.  The Committee also discussed the purchase of bunting to erect in and around the town centre.  The Clerk advised that as this was erecting bunting in and around the public highway that Derbyshire County Council would need to formally approve any proposals.  The Clerk had already approached County Highways about this and was awaiting final guidance.  Also attached with the agenda was a proposal from Christmas Plus Ltd (who erect the Council’s Christmas Lights) about them undertaking the supply, safe siting and erection of the bunting and guide wires if required.  The associated costs were as follows:  a) Mill Green Way  To supply and erect 295 metres of Red White and Blue PVC Bunting as specified in the attached quote to go from lamppost to lamppost along Mill Green Way, Clowne at a cost of £306 plus VAT for the bunting and £775 plus vat for the safe installation and removal – Sub Total Cost is £1081 plus VAT  b) Community Centre  To supply and erect 150 metres of Union Jack PVC Bunting as specified in the attached quote to go from lamppost to lamppost along Recreation Close, Clowne at a cost of £297 plus VAT for the bunting and £395 plus vat for the safe installation and removal – Sub Total Cost is £692 plus VAT  c) Mill Street  To supply and erect 187 metres of Red White and Blue PVC Bunting as specified in the attached quote to zig zag across Mill Street, Clowne at a cost of £200 plus VAT for the bunting and £425 plus vat for the safe installation and removal plus supply and erection of 5 Union Jack Flags using the 5 tree brackets already in situ at £20 supply and fit per flag (total cost for flags £100) – Sub Total Cost is £725 plus VAT  d) North Road  If we also wanted to have Union Jack bunting along one side of North Road is this possible? What would be the cost?  The total Value of the proposed works was £2,498 plus VAT to be funded from the approved events budget for 2022/23.  A discussion took place.  The Clerk also referred to a proposal from Dan Oakley (who is the Community Arts Development Officer at Bolsover District Council) about an interactive jubilee town trail and associated beacon lighting event.  The interactive trail would be accessed via a person’s smart phone. A company called ‘High Street Safari’ had been commissioned by Bolsover DC.  A discussion took place about the costs and value for money. The Committee also looked at the website of High Street Safari. | It was moved by Councillor N. Hoy and seconded by Councillor M. Dixon that the Clerk be authorised to purchase bunting and associated installation services from Christmas Plus Ltd at a cost of £2,498 plus VAT to be funded from the approved events budget for 2022/23.  It was moved by Councillor N. Hoy and seconded by Councillor Wood that the Council does not participate in the High Street Safari Interactive Jubilee Town Trail initiative. | Agreed  All in Favour  Agreed  All in Favour |
| E40/21 | **Clowne Gala**  The Clerk referred to the minutes of the Clowne Gala Committee held on Friday 25th February 2022 which had been circulated with the agenda.  Councillor N. Hoy advised that she had now formally resigned from the Gala Committee.  A discussion took place. | It was moved by Councillor N. Hoy and seconded by Councillor M. Dixon that the report be received. | Agreed  All in favour |
| E41/21 | **Rock the Park – Summer Music Festival**  The Clerk updated the Committee on the arrangements for the festival.  A Temporary Event Notice Licence had been applied for.  The Clerk advised that he had produced a flyer which had been circulated on social media inviting expressions of interest from local food outlets/ caterers to trade at the event.  A discussion took place. | It was moved by Councillor N. Hoy and seconded by Councillor Wood that the report be received. | Agreed  All in favour |
| E42/21 | **Vintage 1940s Big Band Concert**  The Clerk advised the Committee that Kalamazoo Dance Band and Singers had been booked for the evening of Saturday 12th November 2022 as previously agreed.  A discussion took place about the cost a ticket and the Clerk advised that previously the cost was £5 per person. | It was moved by Councillor M. Dixon and seconded by Councillor M. Hoy that 1) the report be received and 2) the cost of a ticket to the vintage 1940s Big Band Concert be £5 per person. | Agreed  All in favour |
| E43/21 | **Remembrance Day Parade & Festival of Remembrance**  The Clerk updated Members on the arrangements for this years’ Remembrance Day parade and Festival of Remembrance which was Sunday 13th November 2022.  The Derbyshire Piper had been booked as previously agreed.  Councillor N. Hoy says she would liaise with local schools to ensure that they continue their involvement in this important commemoration.  Councillor N. Hoy also asked if it would be possible to have the ceremony at the war memorial live streamed and recorded again as this appeared to be a well-received last year. The Clerk said he would look into this with the PA and staging contractor. | It was moved by Councillor N. Hoy and seconded by Councillor M. Hoy that the report be received. | Agreed  All in favour |
| E44/21 | **Clowne Illuminations ‘The Big Switch On’**  The Clerk updated the Committee on the arrangements for this year’s event which was scheduled for Saturday 19th November 2022.  The Clerk advised that the Council’s appointed contractor was Christmas Plus Ltd.  Their core annual contract was £9250 plus Vat in 2021.  The Clerk referred to additional festive display requirements document circulated with the agenda which outlined additional costs as follows:   * To replace 6 existing lights that had failed testing and to purchase 10 lights for North Road that were hired last year. To purchase 16 ex-hire lights was £2750 plus VAT.   The extra cost of installation would be £1000 per year.   * To replace 3 sets of 10 metre multicolour string lights that had failed testing at £94.50 plus vat * To install 130 metres of 24v festoon lighting at the Community Centre Car Park and along Recreation Close is £640 plus Vat. This was a one-off cost as once erected they could remain in situ. * To purchase an ex-hire 3 metre Cone Tree and to light with commercial Twinkly Pro lighting at a cost of £1700 plus Vat. The extra cost of installation and annual testing and storage would be £375 per year. * To purchase a 2D star (small) at a cost of £310 plus Vat. The extra cost of installation and annual testing and storage would be £87 per year. * To branch wrap the silver birch tree outside of Domino’s Pizza food outlet on North Road with 35 sets of lights at a cost of £2223.50 plus Vat * To Tree Drape the tree by the side of the Wilkos’ Store on Mill Green Way with 20 x 10 metre super bright LED light strings (2000 lamps in total) plus all relevant transformers and accessories including installation at a cost of £1208 plus Vat. | It was moved by Councillor N. Hoy and seconded by Councillor M. Hoy that 1) the Council contracts with Christmas Plus Ltd for the safe installation, removal, storage and testing of the Council’s existing Christmas lights at a cost of £9250 plus VAT and 2) agrees to purchase additional and replacement lights and accessories as detailed at a cost of £10,388 plus VAT. | Agreed  All in favour |