

STOKESLEY TOWN COUNCIL
COMMUNICATIONS AND EVENTS COMMITTEE

A Meeting of the Communications and Events Committee
was held in the Town Hall, Stokesley on Tuesday 1 November 2022

Communications and Events Committee Membership

Cllr Sally Atkinson, Cllr Chris Johnson, Cllr Graham Sowerby and Cllr Andy Wake plus non-council representatives – Mr Richard Agar and Mrs Sue Thompson.

Present: Cllrs Sally Atkinson, Chris Johnson, Graham Sowerby and Andy Wake.

Non-Council Members – Mr Richard Agar.

Town Clerk – Julie Mcluckie.

1/01/11/22 NOTICE OF MEETING

RESOLVED that the public notice of the meeting had been provided in accordance with Schedule 12, paragraph 10(2) of the Local Government Act 1972.

2/01/11/22 MEMBERS OF THE PUBLIC

None present.

3/01/11/22 APOLOGIES FOR ABSENCE

RESOLVED that the apologies from Mrs Thompson be received.

4/01/11/22 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

None declared.

5/01/11/22 MINUTES OF THE MEETING HELD ON 29 SEPTEMBER 2022

RESOLVED that the minutes of the meeting held on 29 September 2022 be agreed.

6/01/11/22 EVENTS 2022

- a. **Stokesley Sparkle Event – Friday 25 November 2022 – RESOLVED** that the Senior school were going to be involved providing performances by choirs etc. Mr Agar would liaise with the organiser to arrange the PA equipment required – this would be cost between £300 and £400 dependent on the set up required. Gazebos would be set up to accommodate the performers, a full risk assessment would be completed, and the area would be coned off whilst they were erected and secured. Two children’s rides would be in attendance, two of the market traders had confirmed that they would remain for the evening. It was agreed to try and arrange for additional stalls to stand on the Plain area, but that they must have their own insurance and stall set up. Michael from the Co-op would be asked to switch on the Christmas Tree Lights on West Green at 6 pm. The Clerk would contact the Police and the Fire Brigade to see if they would bring a police vehicle and a fire engine onto

the Plain for children to look round. The tickets to visit Santa would be on sale on the evening only and they would be in half hour time slots to eliminate the queuing time for families. The Clerk would ask HMH Civils if they could supply a lifter to help with the Christmas tree installation. The 30ft tree was on order and was due to be delivered on Monday 21 November 2022 then the Christmas Light Company would fit the lights. Several people had volunteered to assist on the evening and Mr Agar would bring along a selection of Christmas costumes for them to wear. The Craft Fair to be held in the Town Hall was fully booked and Mrs Thompson had confirmed in advance of the meeting that the Children's craft in the Town Hall was all organised. The reindeer trail was arranged, and it was agreed that this would be at a £1 charge with the funds from both this and Santa's Grotto visit going to Zoe's Place.

7/01/11/22 EVENTS 2023

- a. King's Coronation – **RESOLVED** that an event similar to that for Tour of Britain be arranged for the King's Coronation on Saturday 6 May 2023. To arrange for a screen to be in place and to liaise with charity stalls and local businesses to have stalls around the Plain. The theme would be a family picnic and consideration to providing additional entertainment would take place in the New Year. The Clerk would liaise with Northern Dales Farmers Market to see if they would move the Farmers Market to Sunday 7 May 2023.

- b. Book Festival – **RESOLVED** that the book festival on Sunday 25 June 2023 t was agreed to host a 'Book Festival' on Sunday 25 June 2023. The event was well underway with several authors confirming their attendance. Cllr Atkinson if liaising with The Globe, the Schools and Rotary, all who have expressed an interest in been involved.

Members were aware that the Kevin Sinfield was due to come to Stokesley as part of his fundraising challenge due to start on 13 November 2022. He is due to arrive at Stokesley Sports Club on 16 November 2022. The Town Council were keen to be involved and promote this event as well as marking the occasion and asked that Cllr Wake find out more information from the Sports Club as to what they have planned.

8/01/11/22 BUDGET 2023/24

RESOLVED that the following budget proposal be submitted to the Finance Committee for consideration:-

Christmas 2023 – to light the Ziggurat -	£1000
Gifts and Prizes for Sparkle Event -	£500
King’s Coronation Event – Screen -	£2000
PA Equipment	£800
Advertising	£200
Additional entertainment	£1000
Book Festival	£1500
Contingency	£1000
Total	£8000

The focus of these events is to provide something for the residents of Stokesley and to raise the profile of Stokesley. The Communications and Events Committee would try to secure grants and / or sponsorship but do not want to commit anything to the income budget and would see this as a bonus if achieved.

The meeting closed at 8 pm.

Signed Date.....