

STOKESLEY TOWN COUNCIL
COMMUNICATIONS AND EVENTS COMMITTEE

A Meeting of the Communications and Events Committee
was held in the Town Hall, Stokesley on Thursday 12 October 2023

Communications and Events Committee Membership

Cllr Sally Atkinson, Cllr David Cook, 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 and Graham Sowerby.
Non-Council Members –Mrs Sue Thompson and Mr Richard Agar
Town Clerk – Julie Mcluckie

1/12/10/23 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.

2/12/10/23 MEMBERS OF THE PUBLIC

None present.

3/12/10/23 APOLOGIES FOR ABSENCE

RESOLVED to receive the apologies from Cllrs Cook and Wake.

4/12/10/23 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

None declared.

5/12/10/23 MINUTES OF THE MEETING HELD ON 19 JUNE 2023

RESOLVED that the minutes of the meeting held on 19 June 2023 be agreed.

6/12/10/23 EVENTS 2023

- a. **Books and Trails Festival – Sunday 25 June 2023 – Review – RESOLVED** that a lot of positive comments had been received from the authors and sellers on the day. The footfall was not as good as hoped but it was felt this was largely due to the extremely high heat that day. Working with Middlesbrough College students had worked well and displaying their artwork around the Town Hall was well received. It was agreed that in the future the event would be later in the year and would be based in the Town Hall only and be focussed more on adults than children.
- b. **Stokesley Sparkle – Friday 1 December 2023 – RESOLVED** that a lantern parade would take place this year from the Plain, down past the Church, along the riverside and up through Leven Wynd to the West Green for the Christmas Tree Light Switch on at 7pm. Cllr Atkinson would ask the schools to promote the parade and encourage children to make lanterns. It was agreed to purchase some lantern kits to be sold on a first come, first served basis as well as selling led candles for the lanterns. Mr Agar would provide two large swan lanterns to be carried to lead the parade. Santa's grotto would be set up in the Carter Room with access from the Main Hall where music will be playing to entertain waiting children. It was agreed to purchase 150 activity packs from Little Brushes for Santa to give out along with a chocolate treat rather than purchasing selection boxes this year. Tickets to visit Santa would be £2.00 per child, sold in advance with an allocated time slot and it was agreed that the charity this year would be Abigail's Footsteps – registered charity number 1149005. Santa's visiting times would be 5 pm to 6.45 pm with a 30-minute break so Santa can lead the lantern parade to the West Green for the Christmas Tree light switch on at 7 pm, visits would then resume from 7.15 pm to 8 pm. The school

have confirmed that the choir will be in attendance and Mr Agar would provide a quote for the PA equipment. The reindeer trail would also be available from the Town Hall. The Clerk would contact the Masons to ascertain if they would be offering a donation towards the Christmas Tree on West Green this year. The Clerk confirmed that she has contacted Maynards Nursery to order the Christmas Tree and Cllr Sowerby has arranged for it to be erected by HMM Civils again this year.

7/12/10/23 – EVENTS 2024

- a. **Book Festival – RESOLVED** to hold another book festival next year sometime in October, date to be confirmed. This would be held in the Town Hall with the sellers in the Main Hall, presenters in the Jack Brunton room and it would include a poem open microphone session.
- b. **D-Day – 80 Year Anniversary – 6 June 2024 – RESOLVED** that the Clerk would liaise with Community Care to see if they would like to do something special for their lunch club that week which the Communications and Events Committee would be happy to support.
- c. **Stokesley Sparkle – RESOLVED** that this be placed in the diary for 29 November 2024.

8/12/10/23 BUDGET 2024/25

Town Council:-

Events –

Book Festival £1,000 (to cover the costs for the room hire and author expenditure, income for the event would come from book sellers and sponsorship and would be anticipated to be £500).

Stokesley Sparkle £2,500 (to cover the costs of the Santa’s gifts and PA equipment).

D-Day £100 to support an event hosted by Community Care if this is something they choose to do.

Newsletter – £1,200

Website - £1,000

Town Hall Trust:-

Marketing/Promotion - £1,500 (this is to employ Catch Designs to run the social media marketing and promotion as detailed in the report circulated on 22 September 2023).

Manorial Lands Trust:-

Marketing/Promotion - £1,500 (this is to employ Catch Designs to run the social media marketing and promotion as detailed in the report circulated on 22 September 2023).

The meeting closed at 8.35 pm.

Signed Date.....