

STOKESLEY TOWN COUNCIL
COMMUNICATIONS AND EVENTS COMMITTEE

A Meeting of the Communications and Events Committee
was held in the Town Hall, Stokesley on Monday 13 October 2025

Communications and Events Committee Membership

Cllr Sally Atkinson, Cllr David Cook, Cllr Claire Craster, Cllr Chris Johnson and Gary Yuille plus non-council representatives – Mr Richard Agar and Mrs Sue Thompson.

Present: Cllrs Sally Atkinson, Claire Craster and Gary Yuille.

Mrs Julie McLuckie – Town Clerk and Non-Council Members – Mr Richard Agar and Mrs Sue Thompson

1/13/10/25 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.

2/13/10/25 MEMBERS OF THE PUBLIC

None present.

3/13/10/25 APOLOGIES FOR ABSENCE

RESOLVED to receive and accept the apologies from Cllrs David Cook and Chris Johnson.

4/13/10/25 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

None declared.

5/13/10/25 MINUTES OF THE MEETING HELD ON 29 SEPTEMBER 2025

RESOLVED that the minutes of the meeting held on 29 September 2025 be agreed.

6/13/10/25 VIBRANT AND SUSTAINABLE HIGH STREET APPLICATION

RESOLVED that the second application has been submitted and we are awaiting the response.

7/13/10/25 EVENTS 2025

- a. Book Festival – Saturday 4 October 2025 – Review – **RESOLVED** that the footfall had been disappointing, so it was agreed to consider other options for next year such as inviting authors to have stalls alongside the Summer in the Square event or host a separate event on the Old Market Square. This would be discussed in more detail at a future meeting.
- b. Stokesley Sparkle – Friday 28 November 2025:-
 - i. Poster and Promotion Items – **RESOLVED** that the poster circulated in advance of the meeting was agreed subject to a few minor amendments.
 - ii. Additional Christmas Tree and Lights (electricity supply) – **RESOLVED** that the Clerk request a quote for a second tree that would be erected on the Old Market Square and for the installation of an electricity supply and additional tree lights. Agreement to purchase would be subject to the Town Council receiving confirmation there grant applications had been successful.
 - iii. Lantern Parade – finalise the route and logistics – **RESOLVED** that the lantern parade would depart from The Plain at 7pm and walk down past the Church across the bridge and along the riverside the same as in previous years. Once onto Bridge Road, the route would walk down the one-way street towards the Old Market Square where the light switch on will take place if a tree is in place here, if not, they will cross at the crossing and make their way to West Green.

- iv. Lantern Workshops – Dates, Artist(s), Numbers and Promotion – **RESOLVED** that if we are successful in securing the grant two lantern making session will take place at Stokesley School on 11 and 18 November and one in the Town Hall on Sunday 23 November 10 am to 4pm. Stokesley School are organising their events with Richard Agar providing the artists. The Town Hall Event will be open to all on a first come first served basis with two options – option one to make a large lantern 10.30 am to 3 pm - £5 or option two to make a small lantern – 12 noon to 3 pm - £2.50.
- v. Father Christmas Tickets and Timings – **RESOLVED** that visits to Father Christmas take place from 4.30 am to 7 pm, tickets would cost £2 and would be available to purchase in advance from the Town Hall.
- vi. Craft Bags / Gifts from Father Christmas – **RESOLVED** that Christmas Gift bags be made to hand out to those visiting Father Christmas and that the colour in tablecloths be purchased and placed on the tables in the waiting area.
- vii. Town Hall Set Up – **RESOLVED** that the grotto would be set up on Thursday 27 November in the Carter Room with the Main Hall set up as the waiting area. The Stokesley Room would be allocated to store the lanterns, and the Jack Bruton Room would be set up coffee morning style so anyone purchasing refreshments outside has somewhere to consume if required.
- viii. Refreshments before / after the lantern parade – **RESOLOVED** that local businesses are in the process of arranging to provide various refreshments, they have been advised to inform the Clerk of their proposals so they can be considered by the Town Council and Trustees.

8/13/10/25 BUDGET 2026/2027

RESOLVED that the budget remain as proposed at the meeting on 29 September unless the grant is successful, at which point it would be revised.

The meeting closed at 8.45 pm.

Signed Date.....