



## Kimberley Town Council

Office:  
Parish Hall  
Newdigate Street  
Kimberley  
Nottingham  
NG16 2NJ

Tel: (0115) 9382733  
theclerk@kimberley-tc.gov.uk

27<sup>th</sup> March 2024

Dear Councillor

You are hereby summoned to attend a meeting of the **Events Committee** to be held on **Thursday 4<sup>th</sup> April 2024** in the Committee Room, Parish Hall, Newdigate Street, Kimberley, at **7.00pm**. Members of the public and the press are entitled to attend this meeting as observers.

An agenda is set out below.

Yours faithfully

*J Darbyshire*

Town Clerk

### **AGENDA**

- EV/24/001    **Apologies for Absence**
- EV/24/002    **Declarations of Interest**  
Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest in any item on the agenda.
- EV/24/003    **Minutes of Events**  
The Minutes of the Events meeting Thursday 29<sup>th</sup> February 2024 attached.
- EV/24/004    **Public Question Time**
- EV/24/005    **Fairground Update**  
Request regarding Knowle Park. Resolve to follow up with residents and other stakeholders.
- EV/24/006    **D-Day Beacons**  
To agree invite list and send invites.  
To approve promotional material, attached.  
Bell Ringing at 6.30pm - Ring the Chapel bell at 6.30pm. Invite local churches to ring the bells.  
Set volunteers and beacon arrival time - 6.00pm.

Update on Town Crier.  
Approve Risk Assessment and Event Management Plan, attached.

- EV/24/007 **Party in the Park - Medieval Madness**  
Recap on previous actions - report from Barlows, funfair and other stall holders.  
Approve Risk Assessment and Event Management Plan, attached.  
Approve promotional material designs, attached.  
Report from Historia Normannis communications.  
Report from Dinosaurs and Dragons communications - Proposal to accept quote for £750.00 for the service, attached.  
Update on Card reader.  
National Lottery Awards for All grant update.  
Book Cherry Picker for over street banner.  
Update on Traffic Management and Security Providers - Approve HW Martin and Showsec as our approved contractors for this Council's term of office.
- EV/24/008 **Halloween**  
Update on booking and cost.  
Update on DJ booking and cost. Approval to book Party2party for the two parties at a total cost of £315, attached.  
Purchase of party packs.  
Approve promotional materials, attached.
- EV/24/009 **Remembrance**  
Report on Bugler.  
Purchase of street poppies.
- EV/24/010 **Christmas Lights Switch-on**  
Lights discussion and update.
- EV/24/011 **Christmas Market**  
To discuss the continuation of the Christmas Market and resolve Kimberley Town Council's involvement.
- EV/24/012 **Levelling Up Fund Updates**  
To discuss Levelling Up Fund items affecting Events.
- EV/24/013 **Feedback to Full Council**  
Cllr S Boneham to do a short feedback report to Full Council.
- EV/24/014 **Dates of Next Meetings**  
Estates and Environment - Thursday 11<sup>th</sup> April 2024  
Full Council - Thursday 25<sup>th</sup> April 2024
- EV/24/015 **Exclusion of Public and Press**  
**RESOLVED** that, under Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information.  
**No Excluded Items.**