



Kimberley Town Council

Minutes of a meeting of the **Events Committee** held on **Thursday 4th April 2024**, in the Committee Room starting at 7.00pm.

Present: S Bain Cllr S Boneham - Chair Cllr N Doherty
Cllr T Mason M Rood
Council Officers: J Darbyshire - Town Clerk
Members of Public: None

EV/24/001 **Apologies for Absence**

Apologies for absence were received from, B Dickman, Cllr C Eyre and Cllr T Rood. Also absent, no apologies received, Cllr N Dewsbury.

EV/24/002 **Declarations of Interest**

Cllr S Boneham declared an interest in item EV/24/005, fairground update.

EV/24/003 **Minutes of Events**

The Minutes of the Events meeting Thursday 29th February 2024, having been circulated to all Councillors, were taken as read and noted. The meeting adopted the minutes as a true and accurate record, with one amendment to the attendance list, and they were signed by the Chair.

EV/24/004 **Public Question Time**

None present.

EV/24/005 **Fairground Update**

A request has been received to hold a children's funfair on Knowle Park. It was **resolved** to follow up with residents and other stakeholders. To look at alternative possibilities of holding the funfair on the school playing fields or the farm land at Swingate, and revisit the possibility of holding it at Watnall.

EV/24/006 **D-Day Beacons**

It was agreed to invite Darren Henry, the Kimberley Broxtowe Councillors and the press to the D-Day events on 6th June 2024.

The Chapel on the Hill will be decorated with bunting, etc. D-Day commentary to be streamed. To look into getting some War memorabilia displayed.

It was agreed to invite Darren Henry, the Kimberley Broxtowe Councillors and the press to the D-Day events on 6th June 2024.

The proclamation will be read at the War Memorial at 8.00am, church bells to be rung

at 6.30pm. 8.30pm onwards at the Chapel on the Hill for the Beacon lighting at 9.15pm.

The Beacon will be provided by John Blant.

The bell at the Chapel on the Hill to be rung. The Clerk to ask Reverend Barbara Holbrook to ring the bell at St Patrick's Church.

Volunteers will be needed at the Chapel on the Hill from 7.00pm.

Refreshments will be sourced by M Rood. There will be a bucket for donations.

Cllr T Rood to make arrangements with the Town Crier.

The poster was approved with one small amendment.

The Risk Assessment and Event Management Plan need to be finalised.

EV/24/007

Party in the Park - Medieval Madness

Barlows, funfair rides and a vegan food van have all confirmed they will be in attendance. There will also be a Magikal Market, eleven stall holders have confirmed so far, gazebos will be erected for them. Cllr S Boneham to send bank details to all stall holders/ food vans for payment of their fees. He will also see if he can book a doughnut stall.

Historia Normannis have been booked. Cllr S Boneham to finalise details with them. It was **resolved** to accept the Dinosaurs and Dragons quote for £750. To include Olaf the Ice Dragon, Sir Laughs-a-lot and Fizz the Fool.

It was **resolved** to accept the Risk Assessment and Event Management Plan.

The promotional materials were approved with a couple of amendments.

It was **resolved** to put a request to Full Council for the purchase of a Square card reader at £149. There are no monthly fees involved, a 1.75% fee will be payable on all transactions. The Square terminal has the advantage of still working offline.

It was **resolved** to purchase a hand stamp for anyone wishing to leave the site and re-enter later.

Cllr S Boneham to send a grant application to National Lottery Awards for All.

Cllr T Rood to book a Cherry Picker for the over street banner.

It was agreed we need a better system for separating the rubbish for recycling. Cllr N Doherty will monitor it on the day.

The Clerk to book St John Ambulance.

EV/24/007a

Traffic Management and Security Providers

It was **resolved** to approve HW Martin, Showsec and St John Ambulance as our approved contractors for this Council's term of office.

EV/24/008

Halloween

Kettlebrook Lodge has been booked for Saturday 26th October at a cost of £105. It will be decorated and refreshments will be provided during the parties.

It was **resolved** to book Party2party for the two parties at a total cost of £315. Set up time will be 3.00pm.

The party packs have been ordered.

The poster was approved with the removal of the Haunted Hollow and change of venue for ticket collections.

- EV/24/009 **Remembrance Day**
 Rumbletums has been booked for refreshments after the service at the War Memorial.
 The Bugler we have used in recent years is no longer available. We will need to try and find an alternative.
 The street poppies have been delivered.
 We will be asking for volunteers to knit/crochet some more poppies nearer the time.
- EV/24/010 **Christmas Lights Switch-on**
 Santas grotto will be held in Rumbletums.
 A Christmas tree will need to be purchased for Toll Bar Square.
 Hopefully the Levelling Up Fund illuminations will all be ready to use.
 The Clerk to chase up Blachere about the repair and return of the overhead banner lights.
- EV/24/011 **Christmas Market**
 The Christmas Market will not be held by the previous hosts this year. Waiting for a breakdown of the costs involved so we can discuss Kimberley Town Council's possible involvement.
- EV/24/012 **Levelling Up Fund Updates**
 The Cherry Picker has been ordered. It is due to be delivered in September. A van to be sourced and Working at Heights training to be booked nearer the time.
 Quotes are being obtained for the stage and PA system.
 The Levelling Up illuminations should be received before October.
 The electrical infrastructure at Toll Bar Square is being upgraded.
 More sockets and timers will be needed on lamp posts.
 All lights will need testing in advance of any 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**
 Finance - Tuesday 9th April 2024
 Estates and Environment - Thursday 11th April 2024
 Full Council - Thursday 25th 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.
- There being no further business, the Chair thanked Councillors for their contributions and closed the meeting at 20.15.