

KESWICK TOWN COUNCIL

EVENTS COMMITTEE

**Council Offices
50 Main Street
Keswick
CA12 5JS**

8 May 2024

A meeting of Keswick Town Council Events Committee will be held at Council Chamber, Keswick Town Hall, Keswick, CA12 5JS on **Monday 13 May 2024 at 12pm**

Yours sincerely



**Vivien Little
Town Clerk**

AGENDA

1. **Apologies** - To receive apologies for absence.
2. **Minutes** - To agree the minutes of the Events Committee Meeting held on the 22 April 2024 (pages 13-14).
3. **Events 2024**
To discuss progress on the following events:
 - D Day celebrations
 - Pop and Prom
 - Scruffs
 - Keswick Games
4. **Date of next meeting**
To agree the date of the next meeting.

KESWICK TOWN COUNCIL

EVENTS COMMITTEE

Minutes of the meeting of Keswick Town Council Events Committee held at Council Chamber, Keswick Town Hall, Keswick, CA12 5JS on Monday 22 April 2024 at 12.00 p.m.

Present: Councillor Steve Harwood (SH)
 Councillor Claire Houghton (CIH)
 Councillor Sally Lansbury (SL)
 Councillor Rob Nelson (RN) (Chair)
 Vivien Little (Town Clerk) (VL)
 Ania Mlynczak (AFA) (AM)
 Kat Hale (Events Coordinator) (KH)
 Simon Stephens (ME) (Theatre by the Lake)
 Vanessa Metcalfe (KTA) (VM)
 Claudia Walker (Keswick Scouts) (CW)
 Chris Harper (Podgy Paws) (CH)
 Nigel Lewis (Victorian Fayre Committee) (NL)

30. Apologies

Apologies for absence were received from Phil Byers (Cumberland Markets), Mary Elliott (Theatre by the Lake), Tony Hirst (Keswick Lions), and Carole Hirst (Keswick Lions).

31. Minutes

RESOLVED that the minutes of the Events Committee Meeting held on the 28 March 2024 be approved (pages 11-12).

32. Events 2024

RECEIVED the following updates on the progress on the following events:

- i. Scruffs:-
 - CH reported that she was seeking sponsors for classes (CH)
 - CH requested that a tribute be written to Roger Beasley in the programme for Scruffs, as he had recently passed away. It was agreed that this was a good idea.
 - The hay bales were to be picked up at 5pm (Action – AM).

Councillor Lansbury arrived at 12.05pm

Vanessa Metcalfe arrived at 12.07pm

- ii) D-day:-
 - Beacon was ordered, a quote was awaited from Fluid for the PA equipment.
 - Readings were still to be organised (Action – VL)
- iii) Party in the Park: -
 - Scouts/Guides were helping with Bee Unique. VM to provide the KTA gazebo to act as first aid point.
 - SS said that TBTL would have a presence at Party in the Park, most likely a gazebo handing out information.
 - The main focus was now on filling the music slots. Approaches to be made to the Anthems, to potentially Committed to Rock. KH to use contacts to help fill slots (Action – KH)
 - EAG forms to be submitted as soon as possible (Action – VL and AM)
 - Leaflets will be prepared and dropped through doors.

- Use FB page, as well as FB pages of bands playing to advertise their performances (Action – KH and VL)
- iv. Christmas Lights Switch On
- VL had contacted Duncan and Yvonne Booth to formally invite them to switch on the Christmas Lights. Mrs Booth had raised the question of potentially getting Duncan onto the stage on a mobility scooter. VL has passed the question onto Fluid, who were looking into the matter, and also to contact Calvert Trust to see if they had any suggestions (Action – VL).

33. Keswick Games

Councillor Nelson presented his idea of Keswick Games, an event aimed at locals on Townsfield, to be held on August 18th 2024. This has been introduced at the Town Council meeting, and now RN was filling in all members of the Events Committee. He had progressed in finding sponsors for the event.

Next stages:

- Risk Assessments and EAG forms needed to be submitted as soon as possible (Action – KH and VL)
- RN to provide all information to staff as soon as possible in order to pull things together.
- All administration to be undertaken to ensure event met Council's insurance requirements and risk management needs.

RESOLVED that the Events Committee support Councillor Nelson's idea.

34. Victorian Fayre

NL brought forward a late submitted paper regarding the future of the Victorian Fayre. Concerns had been raised about the long term viability of the Victorian Fayre, and the Fayre Committee made an initial approach to the Events Committee of the Town Council, with a number of differing proposals, including the TC paying for the insurance of the Fayre, the TC taking over the whole event.

Councillors raised concerns regarding this, as the current TC insurance was not intended to take on events such as this nature, however there was an agreement that groups in the town should be working more closely together. There were also suggestions to approach Cumberland Council, to see if they would be willing to take over the event.

After discussion, it was decided that the matter needed a great deal more research, and that it would be best discussed after the events in June had taken place, as the Events Committee's attention would be there until they were over.

RESOLVED that the matter be researched, and brought back to Committee after the Events in June (Action – VL).

35. Date of next meeting

RESOLVED that the date of next meeting be Monday 13 May 2024 at 12.00pm.

The meeting closed at 1.11pm

Chair

Date