

KESWICK TOWN COUNCIL

EVENTS COMMITTEE

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

10 July 2025

Dear Councillor

You are summoned to attend a meeting of Keswick Town Council Events Committee to be held at the Council Offices, Town Hall, Keswick, CA12 5JS on **Thursday 17 July 2025 at 12.00pm**

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 4 June 2025 (pages 3-4) (enclosed).
3. **To discuss progress on the following events:**
 - Keswick Games - Fitz Park– Sunday 17 August time tbc
 - VJ Day Wivell Park/War Memorial- Friday 15 August time tbc
4. 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 the Council Offices, Town Hall, Keswick, CA12 5JS on Wednesday 4 June 2025 at 11.00am

Present: Councillor Louise Dunn (LD)
Councillor Steve Harwood (SH)
Councillor Rob Nelson (RN)(Chair)
Councillor Richard Scott (RS)
Claudia Walker (Keswick Scouts)(CW)
Yvonne Booth (Events Coordinator) (YB)
Ania Mlynczak (Supporting Officer) (AM)
Emily Hardy (SusKes) (EH)

6. Apologies

Apologies for absence were received from Councillor Natalie Evans, Councillor Claire Houghton, Phil Byers (Cumberlands Market), Chris Harper (Podgy Paws), Carole Hirst (Keswick Lions), Tony Hirst (Keswick Lions), Vivien Little (Town Clerk) and David Quainton (Keswick Rotary).

7. Minutes

RESOLVED that the minutes of the Events Committee Meeting held on the 21 May 2025 be approved (pages 1-2).

8. Events 2025

RECEIVED the following updates on future events for Keswick Town Council from the Events Co-ordinator.

Party in the Park – Fitz Park – Saturday 28th June from 1pm to 9pm

- Food and drinks stalls booked
- Cricket Club not to be asked to provide BBQ as food stalls on side
- 3 toilets plus one accessible toilet have been booked
- Hay Bales have been booked
- Fluid has been booked
- Bands and artists have all been booked and timings confirmed
- Security overnight has been confirmed
- Bins organised as per previous years
- First Aid cover – YB to cover basic first aid if needed. Any more serious incidents- if occur, to be advised to call 999 or go to Keswick Hospital – volunteers to be familiar with procedures. Bee Unique to have portable defibrillator on site
- KTC gazebo to be used for first aid and KTA gazebo to be placed next to the stage for Abba tribute usage
- Bee Unique to have more space than previous years. They will have more volunteers on site, no need for Scouts to be involved as per previous year.
- MC has been confirmed – Ben Purkiss
- Scouts to be responsible for litter picking
- List of volunteers – to be drafted – (Action AM)
- Food and drink vendors to be asked to liaise with KTC Plastic-less code of conduct to minimise single use of plastic and encourage businesses and members of the public to use re-usable items (Action – YB)
- Public to be advised to take litter home if possible
- ‘No vehicle’ signs to be displayed for safety reasons

- Poster advertising Party in the Park to go on KTC website and Facebook
- All donations from Party in the Park to go towards the new play area fund - posters and flyers to be organised (Action YB)
- SH to check if Cricket Club is hosting any matches on a day of Party in the Park
- Discussion took place if another Sumup machine can be purchased
RESOLVED that this idea to be looked at
- The possibility of First aid training for Councillors was discussed. It was suggested that this could be beneficial as it would save money as there will be no need for paid first aid providers to be present.
RESOLVED that this idea to be taken to Keswick Town Council.

Scruffs – Fitz Park – Sunday 29th June 10am to 4pm

- YB confirmed that 20 market traders have been booked up to date
- More businesses to be encouraged to book a space at the Scruffs as capacity is up to 37 stalls (Action YB)
- All stalls to be put in place by specialist contractor
- Chris Harper to organise the show part of the Scruffs as per previous years
- Market traders to be advised not to park their vehicles at the park (Action YB)
- Market traders to be aware of Junior Park Run taking place at 9am and not be allowed to the park between 8.50am and 9.45am (Action YB)
- Food and drink stalls are all confirmed
- Food and drink vendors to be asked to liaise with KTC Plastic-less code of conduct to minimise single use of plastic and encourage businesses and members of the public to use re-usable items
- Public to be advised to take litter home if possible
- 'No vehicle' signs to be displayed for safety reasons
- SH to check if Cricket Club is hosting any matches on a day of Scruffs
- All donations raised on a day from Scruffs to go to new play area fund - posters and flyers to be organised (Action YB).

9. **Date of next meeting**

RESOLVED that date and place of next meeting are yet to be confirmed.

The meeting finished at 12.00pm

Chair

Date