

**KESWICK TOWN COUNCIL**

**EVENTS COMMITTEE**

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

9<sup>th</sup> December 2025

A meeting of Keswick Town Council Events Committee to be held at the Clerk's Office, Town Hall, 50 Main Street, Keswick, on **Monday 10 December 2025 at 11.30am**

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 10 November 2025 (page 11) (enclosed).
3. **Christmas Lights Debrief**  
To have a debrief of the Christmas Lights Switch On (Friday 21 November 2025) and to bring up any actions of the 2026 display.
4. **2026 Events**  
To begin forward planning the 2026 events.
  - Mayday – Bank Holiday Monday 4<sup>th</sup> May 2026, Townsfield
  - Party in the Park – Saturday 27 June 2026, Fitz Park
  - Keswick Games – Sunday 16 August 2026, Fitz Park
  - Lights Switch On – Friday 20 November 2026, Market Square
5. **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 Quaker Meeting House, Keswick, on Monday 10 November 2025 at 11.00am

---

Present:           Councillor Louise Dunn (Chair)  
                   Councillor Steve Harwood (SH)  
                   Councillor Natalie Evans (NE)  
                   Councillor Claire Houghton (CH)  
                   Yvonne Booth (Events Coordinator) (YB)  
                   Catherine Parker (RFO) (CP)  
                   Vivien Little (Town Clerk) (VL)  
                   Ania Mlynczak (Support Officer) (AM)

**25. Election of Chair**

**RESOLVED** that Councillor Dunn be elected as Chair for this meeting.

**26. Apologies**

No apologies were received for this meeting.

**27. Minutes**

**RESOLVED** that the minutes of the Events Committee Meeting held on the 24 September 2025 be approved (pages 9-10).

**28. Budget for 2026/2027**

The draft Events Budget for the financial year 2026/27 was presented for approval.

**RESOLVED** that the draft events budget for the year 2026/27 be approved following changes-see attached budget.

- i) Concession for the stall at events to be set up as £200 per stall (to be added to the schedule of fees and charges)
- ii) Sponsors to have different privileges based on category:  
       Gold category – donation of 1K  
       Silver category – donation of £500  
       Bronze category- donation of £250
- iii) First aid cover for Party in the Park to be included in the budget
- iv) 4 x A boards to be purchased for the events to advertise schedules

**29. Date of next meeting**

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

The meeting finished at 12.30pm

\_\_\_\_\_

Chair

\_\_\_\_\_

Date