

KESWICK TOWN COUNCIL

Keswick Town Council Events Committee

**Council Offices
50 Main Street
Keswick
CA12 5JS
Tel 017687 73607**

22 January 2018

Dear Sir/Madam

A meeting of the Keswick Town Council Events Committee will be held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick on **Tuesday 30 January 2018 at 10.30am**.

Members of the public and press are welcome to attend.

Yours faithfully



pp. **Lynda Walker**
Town Clerk

AGENDA

1. **Apologies** - To receive apologies for absence.
2. **Minutes** - To agree the minutes of the Events Committee Meeting held on the 31 November 2017 (pages 13 – 14) - (enclosed).
3. **Budget Update** - Verbal Update from Events Co-ordinator
4. **Christmas Lights Switch on – Friday 24 November** - Feedback on event
5. **Great British Spring Clean Up – 2-4 March**
 - What areas to cover
 - Who to involve
 - Practicalities
 - Publicity
6. **Midsummer Festival 2018, Inc.**
 - Rock Night – Headline Act and Bands in Pubs
 - Landscape Painting Competition
 - Prom
 - Scruffs
 - Publicity
 - Charity Collection
7. **Other Events In Keswick**
 - 2018 Commemorative Centenary Events for WWI
 - Updates from Partners
8. **AOB**
 - Royal Wedding – no planned event
 - Keswick's got talent winners – request for performance slot
 - Chairs in back yard
9. **Date of next meeting**

KESWICK TOWN COUNCIL

Minutes of the Keswick Town Council (KTC) Events Committee meeting held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick on Tuesday 21 November 2017 at 10.30am.

Present:

Chair: Paul Titley (PT) – KTC Cllr

Heather Askew (HA) – KTC Events Co-ordinator	Vanessa Metcalfe (VM) - Keswick Tourism Association
Phil Byers (Geraud Markets)	Leanne Petit (LP) – Cumbria Police
Allan Daniels (AD) – KTC Cllr	Dave Roberts (DR) – Keswick Lions
Tony Lywood (TL) – KTC, ABC & CCC Cllr	

1. Apologies

Apologies were received from: , David Burn (DB) – KTC Cllr, David Quanton (DQ) – Rotary Club, Lynda Walker (LW) – KTC Town Clerk

2. Minutes

RESOLVED that the minutes of the Events Committee Meeting held on the 27 October 2017 (pages 10 – 12) be agreed as a correct record.

3. Budget Update

HA reported that a draft events budget for 2017-18 has been prepared, it will go to the December Town Council Meeting for approval as part of the Town Council Budget.

Action: HA to share draft with Councillors.

4. Strictly Mulled Wine Competition – Sunday 5 November

The event took place as planned with 10 entrants. Raising £260 for Blood Bikes. Dry Sunny day.

Comments on the event included:

- VM reported positive comments received
- Needed bigger sign to say what event was
- Full cost not known yet – awaiting stall installation cost
- Took 10 -15 minutes to try all samples – so probably don't need many more entrants
- Lucky with the good weather – otherwise would have been poorly attended
- Entrants were allowed to bring other items to sell (food)
- Needs to find a 'home' in the events calendar
- HA suggested it might be a better fit as a charity event
- Cost of staff time/availability made some businesses reluctant to take part
- May be possible to do during the day on Christmas switch on event. (bottom of Market Square)

5. Christmas Lights Switch On – Friday 24 November

- Light installation has been completed by Lite Ltd
- May be issue with resurfacing of Derwent Close – CCC hope to be finished before Friday, if not access allowed before 10am
- ABC had planned to take down scaffolding on Friday – have been asked to delay until next week so as not to cause disruption
- Fencing round Christmas Tree looks good – an improvement on previous barriers
- TL interested in additional decorations on tree for future years, perhaps with further sponsorship
- HA reported that due to a problem with the lights on the Market Square Tree of Light, there would be no Rotary Tree of Light Switch on as part of the event. The main tree of Light on Penrith Road will be on over the Christmas Period
- MC – PT to undertake during first part of the evening – Ben Purkiss to do later part of evening
- PB reported approx. 30 stalls for the market, with majority around the Moot Hall and a couple at the bottom of Market Square

- LED light box to be used for 'Max and Paddy' to switch on Lights
- HA shared timetable and risk assessment
- Lions and PT, AD and TL to steward, Lions have permission to collect
- Timetable:
 - 10-7 Market
 - 5.30pm – Kev Kendal
 - 6.15pm – Committed 2 Rock
 - 7pm Light switch on – Mayor and Max and Paddy
- Poster – sponsored by Travis Perkins

6. **Midsummer Festival 2018 29 June – 1 July**

Fitz Park Trust have agreed permission for use of the park and temporary closure of the MUGA for the Prom and Scruffs

Nothing to report on Scruffs or Prom.

Rock – PT reported that investigation into possible Take That and David Bowie performers not positive so far. Looking into a Rod Stewart singer and David Bowie performer who recently performed at TBTL.

Action: HA to undertake variation for Premises License to cover July Date for Fitz Park

7. **Other Events in Keswick**

New Year – VM reported that current clock is not going up at Skiddaw because of problems it caused with their lights. PT reported that the Keswick Toilet Company are willing to pay for a new clock, but may not possible to get this done for this year (purchasing lead time).

Action: PT and VM to liaise re temporary siting of old countdown clock for New Years Eve only.

Live Advent - VM confirmed that plans for Live Advent are in place. Still places on the Santa Boat Race available if anyone wanted to take part.

Victorian Fayre – Sunday 3 December. PB reported that organisation was progressing, asked to borrow metal barriers. Agreed.

Remembrance Day Service 2018 - LP reminded group that if additional march or changes to event for 2018 were planned (Centenary event), then as much notice as possible should be given.

AOB

NO AOB

6. **Date of Next Meeting**

Tuesday 30 January 10.30am

The meeting closed at 11.15am