

**KESWICK TOWN COUNCIL**

**Keswick Town Council Events Committee**

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

6 July 2017

Dear Sir/Madam

You are summoned to attend a meeting of the Keswick Town Council Events Committee to be held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick on **Friday 14 July 2017 at 10.00am.**

Yours faithfully



**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 12 June 2017 (pages 1 – 2) - (enclosed).
- 3. Financial Update**  
Verbal update from Events Co-ordinator
- 4. Summer Festival - Debrief**
  - Rock Concert
  - Music in the Pubs – Report from venues
  - Prom in the Park
  - Scruffs
- 5. Bridge Opening**
- 6. Other Events In Keswick**  
To receive updates from partners.
- 7. 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 Friday 12 June 2017 at 10.00am.

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Present:

Chair:

Paul Titley (PT) – KTC Cllr

Heather Askew (HA) – KTC Events Co-ordinator

Allan Daniels (AD) – KTC Cllr

Joe Broomfield (JB) – Allerdale Borough Council,

Tony Lywood (TL) – KTC, ABC & CCC Cllr

David Burn (DB) – KTC Cllr

### 1. Apologies

Apologies were received from: Victoria Kimber (VK) – George Fisher, , Vanessa Metcalf (VM) - Keswick Tourism Association, Graham Murray (GM) – Fluid Productions, Leanne Pettit (LP) - Cumbria Police, David Quainton (DQ) – Rotary Club, Dave Roberts (DR) – Lions, Lynda Walker (LW) – KTC Town Clerk

### 2. Minutes

**RESOLVED** that the minutes of the Events Committee Meeting held on the 12 May 2017 (pages 17 – 18) be agreed as a correct record.

HA confirmed that the Cricket Club had been contacted to inform them of the event, but as no reply had been received, Tony Lywood to follow up.

**Action:** TL to contact

### 3. Financial Update

HA reported that the spend for the Midsummer festival was well within budget at present. There should be a surplus.

There was a brief discussion about having an event to mark the opening of the replacement Knights Bridge in Fitz Park.

### 4. Mid-Summer Festival

The following leads for on the day of each event were agreed:

Rock Concert – Paul Titley –

Prom in the Park – Tony Lywood

Scruffs – David Burn

It was agreed that the lead person for each event would take the ultimate decision on cancelling/ curtailing any event due to extreme weather.

#### Rock Concert and Music in Pubs- Friday 23 June

- Green Room at Inn on the Square for Queen II, some concern about distance but Moot Hall room unlikely to be available.
- TL to MC for the evening.
- Music in the Square to finish by 9.30, for both licensing and to allow Music in the pubs to start.
- Barriers to be put in front of the stage
- JB has organised additional bins
- AD to go round pubs to remind of need to use plastic glasses.
- HA to arrange heavy duty rubbish bags.
- HA reminded about the need to collect data to report to ABC as a funder.

#### Prom in the Park – Saturday 24 June

- Straw bales to arrive by midday, TL to be contact.
- Fluid to put up inflatable stage cover
- TL has collection buckets

- Buffet to be produced by TL – organised by TL
- Union Jack flags – to be purchased by TL
- TL to MC for day.
- Agreed layout of site
- Straw bales to be collected back onto trailer at end of evening.
- Fun Fair may be in attendance.

#### **Scruffs – Sunday 25 June**

- TL, PT and DB to arrive to start setting up at 7am
- 30m x 15m for rings
- Medieval combat to get changed in museum
- Cars can come in, to drop off then move offsite, with a few exceptions
- Fun Fair in attendance
- Additional – Man bringing dalek and other Dr Who memorabilia
- Invited Alan Smith – Allerdale to attend

**Action:** JB to check Alan Smith attending

Nb. PT left meeting at 10.45am

#### **Publicity**

- TL and PT to distribute posters and put up banner.
- Agreed amendments to programme leaflet

**Action:** HA to complete amends and order from printers

#### **Volunteers**

- Agreed sufficient volunteers available.

**Action:** HA to confirm with Lions

#### **5. Other events in Keswick**

No update from other partners

#### **6. AOB**

Short discussion about celebration event for the opening of Knights Bridge Replacement. Initial suggestion was a Brass Band with the Bridge being opened by the Mayor. Lions need to be invited. Microphone and speaker required. Date currently scheduled for end of July, TBC.

#### **7. Date of Next Meeting**

Friday 14 July 10am

The meeting closed at 11am

## Midsummer Festival 2017 – Discussion notes for Committee Meeting

The Keswick Midsummer Festival took place over the weekend of 23-25 June 2017.

Friday 23<sup>rd</sup> June – Rock Concert in Market Square, followed by live music in pubs.

Saturday 24<sup>th</sup> June – Prom in the Park – Fitz Park

Sunday 25<sup>th</sup> June – Scruffs Fun Dog Show – Fitz Park

Attendance (Estimate)

	Max	Total over the day	Weather
Rock Concert	1500 (33 rows, 45 people wide)	1600 (some people only came for the earlier bands)	Drizzly, not warm, mostly dry by time headline act came on
Music in Pubs			
Prom in The Park	400	1000 (people came and went during the day, either to see a particular performance, or because it was cold)	Dry, but overcast. Cool and breezy at times.
Scruffs	500 (150 around the ring 3 deep, plus 50 at stalls etc)	2000 (people came and went over the day)	Not hot, sunny at times, threat of rain late afternoon, before turning fine.

### Feedback/Questions

<b>Overall</b>	
Payment to Suppliers should not be made in cash (where possible)	
More banners (or Posters on A-boards) to explain what event is, as it's happening	
More leaflets in advance (had 3000 in total this year, 5,000? Next year)	
More publicity in advance – advertise in Reminder week before as well?	

<b>Rock Concert</b>	
Do we need Security for this event?	
Start music later than 5pm	
The group – The 102s didn't go down as well as Waters Edge	
Queen II went down very well, good crowd pleaser	
Give Waters Edge longer slot before headline act	

<b>Music in Pubs</b>	
Was this a worthwhile addition?	

<b>Prom in the Park</b>	
Need to close gates to park to stop traffic – security risk	
Decided at the last minute not to have the gazebos – in part because not enough weights to hold them down if windy.	
Would have been useful to have had electricity supply directly from the MUGA	



Poster of Timetable?	
Fun Fair – some confusion over whether it technically was Taylors or not that attended. Also some complaints about prices – is this a good fit for the Prom?	
I spoke with Craig, the band had a great time and consider our festival the highlight of their year because the audience actually listen (and its the biggest they play to) –paul (burneside)	
Shorten Prom by an hour? Finish Earlier – it was getting cold.	
Provision of food for performers – not clear when this would be for. Can we set up a gazebo for them, so clear where they go and when?	

<b>Scruffs</b>	
Battle Break – was enjoyed, made a change from the Dogs	
Posters with Timetable?	
Need better communication with Podgy Paws over stewards/help with registration	
Decide in advance about collection – for whom?	
Need more dog bowls, and clarity over who is refilling	
Could we have more space between the ring and stalls, was difficult at times, especially with dogs on leads.	
Need a better plan for cars coming on and off site – timings, stall holders wanted to leave early. Creates a risk to the public.	
Final clear up was light on people due to attendance at civic service and other events.	
Additional Food/Drink Vendors – Café West was very busy, long waits.	