KESWICK TOWN COUNCIL

Keswick Town Council Events Committee

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

14 August 2017

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 **Friday 18 August 2017 at 10.30am.**

Members of the public and press are welcome to attend.

Yours faithfully

P.P. **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 14 July 2017 (pages 3 – 5) - (enclosed).

3. **Bridge Opening – Saturday 2 September**

4. **Other Events In Keswick**
   To receive updates from partners.

5. **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 14 July 2017 at 10.00am.

Present:

Chair: Paul Titley (PT) – KTC Cllr

Heather Askew (HA) – KTC Events Co-ordinator
David Burn (DB) – KTC Cllr
Allan Daniels (AD) – KTC Cllr
Tony Lywood (TL) – KTC, ABC & CCC Cllr
Karen Mullarkey (KM) – Keswick Tourism Association
Leanne Pettit (LP) - Cumbria Police
David Quainton (DQ) – Rotary Club
Dave Roberts (DR) – Lions
Lynda Walker (LW) – KTC Town Clerk

1. **Apologies**
   Apologies were received from: Gill Atkinson (Cumbria Police), Joe Broomfield (JB) – Allerdale Borough Council, Roy Johnson (Keswick Retail Association), Vanessa Metcalf (VM) - Keswick Tourism Association
2. **Minutes**
   RESOLVED that the minutes of the Events Committee Meeting held on the 12 June 2017 (pages 1 – 2) be agreed as a correct record.
3. **Financial Update**
   HA reported on the spend and additional income for the Midsummer festival. There are still a few outstanding invoices to be finalised, but the forecast is for costs of £12,790, additional income of £6,327 as well as the original budget of £10,000. This leaves a current surplus of £3,537.

4. **Mid-Summer Festival – Debrief**

   Estimated Attendance
   Rock Concert: Max 1,500 total over event 1,600
   Prom: Max 400, total over event 1,000
   Scruffs: Max 500, total over event 2,000

   Rock Concert
   Feedback:
   - Too long – start later
   - 102's not received as well as Waters Edge
   - Better to have security for this event – 2 people should be sufficient

   Agreed:
   - Start later than 5pm
   - Have security
   - Ask Waters Edge to play a longer set

   Music in the Pubs
   Feedback:
   - AD asked pubs for feedback, most enjoyed it and only one performer not appreciated. Pubs would like to do it again.
   - Felt it was a worthwhile addition.
   - Discussion about whether pubs would pay directly for the performers.

   Prom
   Feedback:
   - Gazebos were not put up as weather did not require them, but could be available.
   - Was difficult to hear some of the music, discussion about amplification of sound for multiple performers.

- Some concern about some of the content – less well known pieces.
- Discussion about whether the funfair was an appropriate fit for the Prom, agreed it wasn't.
- Was the day too long, perhaps finish earlier – was getting cold towards the end.
- AD reported that Shelagh Hughes was happy to organise again next year.
- Need to keep gates shut, so ensure that vehicles do not enter.
- Good to have electricity supply from MUGA.

Agreed:

- No funfair at the Prom
- Aim for a programme from 3-9pm

Scruffs

Feedback:

- Fun fair – ok, but no bouncy castles in future
- Enjoyed medieval fighting – good to have something different
- Stalls were generally happy, need more food stalls
- Need to restrict vehicles entering and leaving the site, til after end of event.
- Vet was only required once.
- Bales of straw – need to stop kids jumping on them at the end. 100 Bales were sufficient.
- Need to compromise on distance between ring and stalls.
- No collection during scruffs, except if for a demonstration.

Agreed:

- No Bouncy Castles
- Restrict vehicles entering and leaving the site

Songs of Praise

Became a civic service, but LW reported that it had been well attended by a range of people.

Publicity

Discussion about whether there was enough in advance, perhaps consider lamppost advertising. In addition banners for the day, making clear what each event was.

Other

TL asked that formal letters of thanks be written to those who supported the festival.

Overall agreed that the format of festival – 3 days over one weekend worked well, this format to be repeated next year.

Dates 2018:

Friday 22, Saturday 23 and Sunday 24 June 2018

In addition the Christmas lights switch on date for 2018 was agreed to be Friday 23rd November (nb. this year the date is Friday 24 November)

Action: HA to send letters of thanks on behalf of committee

5. Bridge Opening

Fitz Park Trust agreed that they would like the events committee to organise an opening event for Knights Bridge.

Date was set for Saturday 2 September for 12 noon

- Cockermouth Mechanics Brass Band to be invited
- Bridge to be opened by Chair of the Trust (Adam Paxon), if available
- Press to be invited
- Advertised in the press
- Possible to have some other entertainment

Action: HA to contact Cockermouth Mechanics
Action: LW to contact Adam Paxon

6. AOB

LW reported that there will be an agenda item at the next town council meeting about the number of events in the town. There was a discussion about what say the Town Council has on the timing of events and whether this could be improved by having an events liaison person. Also discussion about how to ensure events are known about, to be register with KTA and elsewhere.

TL raised the concern about convention dates for 2018 being completely in the school holidays, TL is going to ask them to reconsider.

DQ raised a concern about the electricity supply for the tree of light, the street lights have been replaced, so the connection has been lost. This is being investigated.

7. Date of Next Meeting

Friday 18 August 10.30am

The meeting closed at 11.30am