

KESWICK TOWN COUNCIL

Keswick Town Council Events Committee

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

26 June 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 26 June 2018 at 10.00am**.

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 22 May 2018 (pages 3 – 5) - (enclosed).
3. **Midsummer Festival 2018, Inc.**
  - Rock Night
  - Landscape Painting Competition
  - Prom
  - Scruffs
  - Volunteers
  - Publicity
  - Risk Assessments
4. **Keswick Mountain Festival Debrief**
  - Thursday 19 July 2pm TBTL
5. **Tour of Britain 6&7 September**
6. **AOB**
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 Tuesday 22 May 2018 at 10.00am.

---

Present:

Chair: Paul Titley (PT) – KTC Cllr

Heather Askew (HA) – KTC Events Co-ordinator	Tony Lywood (TL) – KTC, ABC & CCC Cllr
David Burn (DB) – KTC Cllr	Vanessa Metcalfe (VM) - Keswick Tourism Association
Allan Daniels (AD) – KTC Cllr	Lynda Walker (LW) – KTC Town Clerk
Rachel Kearns (RK) – George Fisher	

### 1. Apologies

Apologies were received from: Gill Atkinson (GA) (Cumbria Police), Phil Byers (PB) (Geraud Markets), Mitch Franks (Cumbria Police), Chris Harper (CH) (Podgy Paws), Shelagh Hughes (SH), Graham Murray (GM) (Fluid), David Quainton (DQ) (Rotary), Christine Sheldon (CS) (Rotary).

### 2. Minutes

**RESOLVED** that the minutes of the Events Committee Meeting held on the 3 April 2018 (pages 1 –2) be agreed as a correct record.

### 3. Midsummer Festival 2018 29 June – 1 July

#### Rock Night

- Ben Purkiss to be asked to MC the evening.
- 6-6.30pm Two Lane Road
- 6.45-7.15pm Waters Edge
- 7.30-8.15 Rob Wright as Rod Stewart
- 8.30-9.30pm Ed Sheeran by DE
- Pub Music – 4 pubs signed up – The Packhorse, The Back Bar, The Golden Lion, Magnolia
- Security arranged for 6-9.30pm
- Bins will be emptied at 5pm, sacks of rubbish can be left by Moot Hall for collection on Saturday morning.

#### Landscape Painting Competition

- PT to buy and test gazebos. Will need help on Saturday morning to put up. Gazebos can be moved for prom (wind allowing)
- PT to put entry form on line
- Painting from 11am to 3pm
- Judging at 3pm (judges to arrive by 2.30pm)
- Judges David Burn, Celia Burbush and Ann-Louise Theobald

#### Prom

- Music 4-9pm
- Proposed running order:
  - 4pm Methera
  - 4.50pm Violin Group
  - 5.15pm Emily Robinson
  - 6pm James Marczak
  - 6.35pm Burneside Brass Band
  - 7.20pm Methera
  - 7.45pm Emily Robinson, James Marczak and Naomi Marczak
  - 8.15pm Last night of the Proms led by Emily Robinson and Burneside Brass Band
- Buy some large cloth flags rather than plastic ones

- Straw Bales – TL has booked – cost £200
- Luchinis Ice Cream attending
- Grapevine attending

### Scruffs

- Scruffs committee meeting 29 May
- Rosettes and Bones ordered
- CH reported that nearly all sponsors sorted
- Entries available from Podgy Paws from 1 June
- Professor Paws instead of Dr Dog
- PB reported that stall bookings going well.
- Junior Park run has been cancelled for that day (due to vehicle movement in the morning)

### Volunteers

PT, TL, AD, DB and HA to be present at all events. HA reported that Keswick Lions would be unable to support the Rock Concert due to another event. But would be available for the Prom and Scruffs.

Head Steward: Rock – Paul Titley

Head Steward: Prom – Allan Daniels

Head Steward: Scruffs – Tony Lywood

LW noted the need to have stewards on the gates at the park to stop unauthorised vehicles.

### Publicity

- Poster at printers
- Programme to be designed this week
- Advert and article in June Kesmail
- Full page advert in 29 June Reminder
- Banners to be displayed in advance
- Invite Radio Cumbria, and regional news
- Weekly press releases

### Risk Assessment

- HA shared draft risk assessment
- Any comments/amendments to be returned to HA

### Other

- TL to speak to Cricket Club about Loud Speaker use during prom
- Bins with general waste and 'purple sacks' recycling bags to be placed in Fitz Park and Market Square. Sacks to be collected by Allerdale
- St Johns Ambulance to be in attendance
- 

#### 4. Use of Disposable Plastic – Code of Conduct for Event Holders in Keswick

Plastic-Less Keswick have proposed an amended code of conduct. Following a discussion the committee agreed to adopt the code of conduct, with the proviso that event holders would be referred to Plastic-Less Keswick or SusKes for further information rather than the Events Committee.

**Action:** HA to draft with Town Council Logo and share when appropriate

RK said George Fisher may be able to help support future Town Council Events with the provision of Water Bowsers and non-plastic bags.

#### 5. Other Events in Keswick

**Rotary – Event of a Lifetime** – LW reported that arrangements are continuing for the EOL events in September

27 May Alhambra & George Fisher Event: Film showing of 'The Blue Heart of Europe'

Mountain Festival – Possible date issue with 2019 festival, possible clash with Beer Festival (due to how dates fall). Committee were clear that it would not be feasible for the town to have the Beer Festival and the Mountain Festival over the same weekend.

**6. AOB**

LW confirmed permission to work on tree in Market Square has now been granted. Work to be carried out in June.

HA asked if KTC wanted to be involved in the Merchant Navy Day on 3<sup>rd</sup> September – No as no access to Flag Pole.

Christmas Lights Contract: proposal from Lite Ltd to extend the current contract by a further 2 years (to cover 19/20 and 20/21) with the inducement of a discount for the additional years and the inclusion of new technology to control timings of lights from an app via Blue Tooth. Committee agreed this was a desirable course of action. Decision to be taken to full Town Council.

Countdown Clock – Lake District Hotels unwilling to host the clock for New Year. TL to ask Moot Hall.

**7. Date of Next Meeting**

Tuesday 26 June 10am to discuss final arrangements for Mid-summer Festival only.

The meeting closed at 11.30 am