

KESWICK TOWN COUNCIL

Keswick Town Council Events Committee

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

25 July 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 **Friday 27 July 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 26 June 2018 (pages 6 – 7) - (enclosed).
3. **Midsummer Festival 2018 - Debrief**
 - Rock Night
 - Landscape Painting Competition
 - Prom
 - Scruffs
 - Finance
4. **Christmas Light Switch On – Friday 23 November 2018**
5. **AOB**
6. **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 26 June 2018 at 10.00am.

Present:

Chair:	Paul Titley (PT) – KTC Cllr
Heather Askew (HA) – KTC Events Co-ordinator	Allan Daniels (AD) – KTC Cllr
David Burn (DB) – KTC Cllr	Tony Lywood (TL) – KTC, ABC & CCC Cllr
Phil Byers (PB) - Geraud Markets	Vanessa Metcalfe (VM) - Keswick Tourism Association

1. Apologies

Apologies were received from Joe Broomfield (JB), Lynda Walker (LW) – Town Clerk

2. Minutes

RESOLVED that the minutes of the Events Committee Meeting held on the 22 May 2018 (pages 3 – 5) be agreed as a correct record.

3. Midsummer Festival 2018 29 June – 1 July

Rock Night

- TL has checked arrangements with Fluid
- Upstairs room at Golden Lion to be used as Green Room
- Ben Purkiss to MC
- Info about LDH charity to be shared from stage

Landscape Painting Competition

- 9am for gazebo erection, Paul, Allan and David with a practice at 2pm Wednesday
- Tony to bring portable loud speaker for prize announcement
- Comp finishes at 3pm with winner announced by 3.15pm
- PT has cash prize for winner
- If possible, gazebos will be moved to prom area

Prom

- Meet from 12 to set up
- Hay Bales being delivered at 12
- West House doing food for performers
- Chairs being borrowed from Museum
- TL to borrow Parks vehicle for weekend

Scruffs

- Meet at 7.30am to set up
- DB as Mayor to act as back up judge
- PT to bring Dogathlon and Terrier Racing Equipment
- TL to sort dog bowls

Volunteers

PT, TL, AD, DB and HA to be present at all events.

Head Steward: Rock – Paul Titley

Head Steward: Prom – Allan Daniels

Head Steward: Scruffs – Tony Lywood

Lions providing stewards for Prom and Scruffs

Publicity

- Full page advert in 29 June Reminder

- Banners to be displayed in advance
- Programmes to be distributed during the weekend
- Press Release on Monday 2 July

Risk Assessment

- HA shared final risk assessments
- Agreed that extreme weather could lead to the cancellation of events (forecast indicated that is unlikely)

Other

- Museum Arts Week 27-30 June, complete by 3pm on Saturday

4. Keswick Mountain Festival Debrief Meeting 19 July

HA unable to attend debrief meeting, VM will be attending. Brief discussion about festival, main concern was the sporting event routes cause a choke point between the Theatre and the Crow Park. This raised both safety concerns and access issues.

There was further discussion about the use of the carpark both by the Mountain Festival and the Lakesman Triathlon

Action: HA to share concerns with Keswick Mountain Festival in advance of the debrief meeting

5. Tour of Britain

Events committee confirmed town council will not be undertaking any events in support of the Tour of Britain this year.

6. AOB

Christmas Lights Contract: Town Council agreed an extension to the current contract with Lite Ltd of a further two years to cover 19/20 and 20/21 Christmas periods.

The Committee were show possible designs for replacement of the climber on Moot Hall, Option 3 was preferred with amendments (removal of crescent moon and removal of rucksack outline on man's back)

HA confirmed that due to other work commitments she would not be renewing her events work contract after the 2018 Mid-summer Festival.

7. Date of Next Meeting

Friday 27 July 10am for debrief discussion on 2018 festival.

The meeting closed at 11.15 am