

KESWICK TOWN COUNCIL

Minutes of the meeting of Keswick Town Council Events Committee held in Council Chamber, Town Hall, Keswick on **Monday 30 May 2022 at 1.30 p.m.**

Present: Councillor Paul Titley (Chair) (PT)
 Councillor David Burn (DB)
 Councillor Steve Harwood (SH)
 Councillor Tony Lywood (TL)
 Councillor Sally Lansbury (SL)
 Phil Byers (ABC Markets) – PB
 Vanessa Metcalfe (Keswick Tourism Association) (VM)
 Chris Harper (Podgy Paws) (CH)
 Ania Mylnczak (Admin and Financial Assistant) (AM)
 Catherine Parker (RFO) (CP)
 Mary Elliot (Theatre by the Lake) (ME)

1. Election of Chairman

RESOLVED that Councillor Titley be appointed Chairman of the Committee for the 2022/23 municipal year.

2. Apologies

Apologies for absence were received from Councillor Dunn, Vivien Little and David Quainton.

3. Minutes

RESOLVED that the Chairman be authorised to sign as a correct record the minutes of the Events Committee Meeting held on the 19 April 2022 (page 10).

4. Queen's Platinum Jubilee Celebrations

The following updates on preparation for the Platinum Jubilee celebrations were received from Councillor Titley and Councillor Lansbury:-

- The Museum have kindly given us chairs for the Brass Band to use - PT
- It has been arranged with the Museum that St Johns Ambulance can use the Crosthwaite Room as a treatment room - PT
- Power can be supplied from the Museum for Grapevine (a donation to be provided in the budget) - PT
- Shelagh Hughes has booked the bands and Lewis Forsyth is organising the open mic session - PT
- Keswick Scouts are supplying 500 handheld flags (to be reimbursed from the budget) – PT
- Keswick Scouts are providing 2 marquees for wet weather cover if needed - PT
- Councillor Lansbury has the glasses organised and was supplied with an initial float – SL
- The Fish & Chip van has been organised and will be arriving after the start of the event – SL

Further actions:-

- AM to contact Café West to organise refreshments for 50 people at 6pm (Brass Band etc.)
- A site map be drawn up and sent to relevant parties
- CP to contact the Straw Bale supplier to ask for his time of arrival
- MC will be Paul, Lewis or Steve as stand in

5. Summer Events 2022

Chris Harper gave the following updates in relation to Scruffs:-

- Sponsorship was going well – 2 per class
- Rosettes and bones have been ordered
- CH will contact Malcolm Rigg to give him the details for the flyers
- A big poster will be installed in Podgy Paws window advertising the event
- Pre sales will start 2 weeks prior to the event
- CH will contact the press to try to get a free editorial in place
- Podgy Paws will sponsor the event – CP to send invoice
- Will advertise as cash only for entry fees
- Millcroft Vets had been contacted for an on call number

Further actions:-

- VM will advertise the event on the KTA website, as in previous years
- PT will place a post on Keswick Facebook page
- KTC to advertise summer events as usual using a wider range of press if budget allows
- Volunteers will be required on the day to fill water bowls – **to discuss further at the next meeting**
- PB said all stalls have been organised with 36 in total
- PB will organise a registration tent
- Members of the Events Committee to carry out the collection with all monies raised for the Town Council's Events Fund
- CP to contact Keswick Lions to ask for volunteers for the day – Registration tent on rota between 10am and 2pm – Entrance gates on rota from 9am until end of event

6. Date of next meeting

The next meeting was scheduled for Tuesday 14th June 2022 in the Town Clerk's Office at 1.30pm.