



# PETERLEE TOWN COUNCIL

Date of Issue: 14<sup>th</sup> November 2017

A MEETING OF THE **EVENTS WORKING PARTY** WILL BE HELD ON **TUESDAY 21<sup>st</sup> NOVEMBER 2017** IN **THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE** at **1.00PM**

Mr I Morris PSLCC, M.C.I.H

Town Clerk

## **A G E N D A**

1. Apologies for Absence

2. Notes from the last meeting held on 7<sup>th</sup> November 2017

To consider and agree the contents as a true and correct record.

(attached)

Matters Arising - The Show 2018 - layout

3. Events

- HELD Oktoberfest, Saturday 28 October 2017 – further report
- HELD Remembrance Day Parade – Sunday 12<sup>th</sup> November 2017
- 1<sup>st</sup> December – Tree Lighting Event, Shotton Hall
- Various dates – Christmas Party Functions held at Shotton Hall

- Brunch with Santa, 17<sup>th</sup> December 2017
- Children's Christmas Party, 9<sup>th</sup> December 2017, The Pavilion
- Christmas 2017 use of the former TIC for Santa's Wish
- **NEW** 14<sup>th</sup> December 2017, Christmas Carol Sing Along, The Pavilion, 1.30 – 3.30pm
- New Year's Eve Gala Night, Shotton Hall
- Over 60's event, 12<sup>th</sup> January 2018, Shotton Hall
- Pantomimes, 24<sup>th</sup> & 25<sup>th</sup> January 2018
- Burns Night – 20<sup>th</sup> January 2018
- Armed Forces – flag flying and armed forces day event
- **NEW** Mad Hatters Tea Party

Update reports & de brief from those events held since the last meeting

4. DLI Tour November 2018 (100 year Festival) & Union Flags

Items requested by Councillor A Long

5. Date and Time of Next Meeting

It is suggested the next meeting be held on **Tuesday 5<sup>th</sup> December 2017** at **1.00pm**, Shotton Hall.

THE NOTES OF THE MEETING OF THE EVENTS WORKING PARTY HELD IN THE COUNCIL CHAMBER SHOTTON HALL, PETERLEE ON TUESDAY 7<sup>TH</sup> NOVEMBER 2017 AT 1.00PM

PRESENT: COUN S MEIKLE (CHAIR)

Mesdames:- K Hawley, K J Duffy, A C Long & S Simpson

Messrs:- S Miles, R Moore, S P Franklin, & A Watson

Mr K Green

36. Apologies for Absence

Apologies had been submitted and accepted from Councillor LK liddell, G Carne, T Duffy and Mr Colin Martin, (Oldfields).

37. The notes from the last meeting held on 25<sup>th</sup> October 2017, were considered and agreed as a true and correct record.

38. Notes from the last meeting held on 25<sup>th</sup> October 2017, a copy of which had been circulated were considered and agreed as a true and correct record.

Matters Arising

a) Fireworks 2018 – agreed event be held on Monday 5 November 2018 and children’s entertainment be included.

b) The Show

It was agreed the Dog Show be held using the volunteers, it will be held outside and a judge be reserved as soon as possible.

Agreed the layout of the Show 2018 be considered further at the next meeting.

c) Armed Forces Day – to be considered further at the Council Meeting on 27 November 2017

d) Howletch Primary School 50<sup>th</sup> Anniversary – no further information provided.

39. Events

- HELD Oktoberfest, Saturday 28 October 2017 – report back to the next meeting

- HELD Halloween Party – 31<sup>st</sup> October 2017 – improvements discussed for next year possibly a children’s Halloween Party on the 31<sup>st</sup> and then a Halloween Evening for adults on 27 October 2018. Agreed a small Team work up some ideas for next year and come back to the full working party.
- HELD Bonfire Night – Saturday 4<sup>th</sup> November 2017 – excellent well attended event, a few issues, maybe look into silent fireworks for future years displays.
- Remembrance Day Parade – Sunday 12<sup>th</sup> November 2017 progress with arrangements reported
- 1<sup>st</sup> December – Tree Lighting Event, Shotton Hall – progress with arrangements reported. Agreed a Safety Officer, (J T Events), be engaged to support the event.

Councillor S Miles and S Simpson left the meeting at 2.45pm.

- Various dates – Christmas Party Functions held at Shotton Hall
- Brunch with Santa, 17 December 2017
- Children’s Christmas Party, 9 December 2017, The Pavilion
- Christmas 2017 – (i) use of the former TIC for Santa’s Wish, (ii) Boxing Day & New Years Day and a Christmas Meal for Families
- New Year’s Eve Gala Night, Shotton Hall
- Over 60’s event, 12 January 2018, Shotton Hall
- Pantomimes, 24 & 25 January 2018
- Burns Night – date confirmed as 20<sup>th</sup> January 2018, ticket price still to be agreed when full costings were known.
- Armed Forces – flag flying and armed forces day event, to be considered at the Council Meeting on 27 November 2017.

Update reports were given along with de briefs from those events held since the last meeting. It was agreed the Mad Hatters Tea Party be added to the next agenda. The Peterlee Show layout would be considered further at the next meeting also.

40. Date and Time of Next Meeting

**RESOLVED the next meeting be held on Tuesday 21<sup>st</sup> November 2017 at 1.00pm, Shotton Hall.**