



PETERLEE TOWN COUNCIL

Date of Issue: 12th December 2017

A MEETING OF THE **EVENTS WORKING PARTY** WILL BE HELD ON **TUESDAY 19th DECEMBER 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 5th December 2017
To consider and agree the contents as a true and correct record.
(attached)

3. Events
 - HELD Various dates – Christmas Party Functions held at Shotton Hall
 - HELD Brunch with Santa, 17th December 2017
 - HELD Children’s Christmas Party, 9th December 2017, The Pavilion
 - Christmas 2017 use of the former TIC for Santa’s Wish
 - HELD 14th December 2017, Christmas Carol Sing Along, The Pavilion, 2.00- 2.45

- New Year's Eve Gala Night, Shotton Hall
- Over 60's event, 12th January 2018, Shotton Hall
- Pantomimes, 24th & 25th January 2018 – **dates and prices for December 2018**
- Burns Night – 20th January 2018
- **NEW** Mad Hatters Tea Party – Spring
- **NEW** Circus, Eden Lane 10 – 13th May 2018 – to note
- **NEW** Fake Festival, 26th May 2018, Eden Lane – to note
- Peterlee in Bloom – June – to consider
- Peterlee Armed Forces Day – progress/update

Update reports & de brief from those events held since the last meeting and to note and consider future events

4. Date and Time of Next Meeting

It is suggested the next meeting be held on **Tuesday 9th January 2018** 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 5TH DECEMBER 2017 AT 1.00PM

PRESENT: COUN A WATSON (CHAIR)

Mesdame:- K Hawley, S Simpson, A Long, K Duffy

Messrs:- G Carne, S Miles, R Moore, S Franklin

46. Apologies for Absence

Apologies had been submitted and accepted from Councillors S Meikle and T Duffy.

47. The notes from the last meeting held on 21st November 2017, were considered and agreed as a true and correct record.

(a) Oktoberfest

The Town Clerk gave Members details of the income and expenditure for this event and the bar profit made, which had been a significant achievement. It was agreed that this event be included in the 2018 Event Diary for 20th October 2018.

(b) Halloween

The Town Clerk gave details of the profit made before wages and bar income for this event. It had been agreed at the last meeting provisional 2018 Halloween events be agreed as: Kids – Wednesday 31st October 2018; Adults – Saturday 27th October 2018. These events had been booked into the Banqueting Suites.

48. Events

- 1st December – Tree Lighting event – HELD

It was reported the Peterlee Christmas Tree Event had gone very well and the Town Clerk thanked staff and Members for their efforts. The feedback from those attending had been very positive and the costs of the event would be reported back in due course. It was asked that an expression of thanks be sent to all of the partners that had supported the event.

- Various dates – Christmas party functions at Shotton Hall

Members were provided with an update on ticket sales.

- Brunch with Santa, 17 December 2017 – 78 tickets sold to date, (menu offered discussed).
- Children’s Christmas Party, 9 December 2017, The Pavilion
- Santa’s Wish – it was reported this was going very well and a bag pack was going to be held at Asda to raise funds, all welcome.
- New Year’s Eve Gala Night, Shotton Hall: sold out
- Over 60’s event, 12 January 2018, Shotton Hall – tickets were going well
- Pantomimes, 24 & 25 January 2018, discussed difficulty of contacting some of the local schools. Asked a price for holding the Pantomimes in December 2018 be obtained.
- Burns Night – date confirmed as 20th January 2018 – progress given agreed the band be booked along with a piper and caller with a ticket price of £25.00 being set.
- Armed Forces – flag flying and armed forces day event had been agreed at the Council Meeting on 27 November 2017 and a re enactment troupe had been booked. It be registered as Peterlee Armed Forces Day Event. It was suggested that perhaps small children’s rides could come along, maybe military vehicles make a display. All ideas were welcomed.

49. Peterlee Show 2018 – Layout options

Details of the budget for this year’s event was circulated showing an efficiency saving on the original budget set. Members were asked to consider the preferred layout for the event his year and it was agreed the layout continue as this year, with the addition of a trance tent on the cricket pitch. It was also agreed the Meatloaf tribute band be booked as the headline act, and mountain bikes also be booked.

50. Date and time of next meeting

It was agreed that the next meeting be held on **Tuesday 19th December 2017 and 1pm at Shotton Hall.**