



PETERLEE TOWN COUNCIL

Date of Issue: 13th November 2018

A meeting of the **EVENTS WORKING PARTY** will be held on **WEDNESDAY 21ST NOVEMBER 2018** IN **THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE** at **10.00AM**

Mr I Morris PSLCC, M.C.I.H, P.S.L.C.C.

Town Clerk

A G E N D A

1. Apologies for Absence
2. Notes from the last meeting held on 24th October 2018
To consider and agree the contents as a true and correct record.
(attached)
3. Peterlee Show 31 August & 1 September 2019
 - To report back on prices and availability for acts for the Main Arena
4. Events
 - (a) HELD Children's Halloween Party, 31st October 2018
 - (b) HELD Abba, 9th November 2018
 - (c) HELD Remembrance Day Service & Parade, Sunday 11th November 2018

- (d) Christmas Tree Lighting Event, 30th November 2018
- (e) Over 60's Event, 11th January 2019
- (f) Burns Night, 25th January 2019
- (g) 80's Extravaganza, Friday 15th February 2019, (Mayor's event)
- (h) Garden Competition, July 2019 – to consider
- (i) Pizza and Prosecco Night, Friday 12th July 2019
- (j) Summer Fun Days, August 2019, where and how many?
- (k) Chef - update

To receive update reports and to note and consider future events.

5. Date and Time of Next Meeting

It is suggested the next meeting be held on **Wednesday 23rd January 2019** at **10.00am**.

THE NOTES OF THE MEETING OF THE EVENTS WORKING PARTY HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE ON WEDNESDAY 24th OCTOBER 2018 AT 10.00AM

PRESENT: COUN K HAWLEY (CHAIR)

Mesdames:- K Duffy & S Simpson

Messrs:- A Watson, S Miles & G Carne

42. Apologies for Absence

Apologies for absence were offered and accepted from Councillors S Meikle, T. Duffy, V Watson, R Moore, L Fenwick & A C Long.

43. Notes from the last meeting held on 10 October 2018 were considered and AGREED as a true and correct record.

It was also noted that Members discussed the current capacity for the Fireworks Display event, which was due to be held on The Pavilion cricket field on Monday 5 November 2018 and it was suggested the Corporate Services Manager was to look at opening the bottom gate for the public to exit the event only. If this was possible, this would increase the capacity by approximately 1,200, allowing more public to enter the field. It was **AGREED Members be advised accordingly**. Town Clerk was also to get a price for an additional double gate in the fence.

44. Peterlee Show 31 August & 1 September 2019

The Corporate Services Manager reported information had been gathered confirming prices, however, these bands/groups had not yet been listened to/viewed. Members would, therefore, be presented with various options at the next Events Meeting. The Corporate Services Manager confirmed a headline act for the Saturday Stage and bands for the Mish Mash Sunday Stage were required.

(a) Layout

The Corporate Services Manager offered Members the various options of layout plans for the weekend event; one showing the layout used for the past five years and a suggested new layout if the main stage was moved to The Pavilion cricket field. If the second layout option was chosen this would mean a fireworks display could not be held as the area used for this would not be the stage area. Several Members were agreeable to not having a firework display on the Saturday evening; this would also be a cost saving. The Corporate Services Manager reported additional gates may be needed for the band's vehicle access as one set of

gates had to be kept for emergency vehicle access only. **AGREED this amended layout for the Show with the main stage on the cricket field be recommended and put forward for final decision at the Community and Environment Meeting to be held on Monday 12 November 2018.**

(a) Main Arena

The Corporate Services Manager reported numerous acts were available and handed out posters to show Members a few of the options and it was **AGREED the Clown Bluesy Fire Truck and a motorcycle display be booked.** Several suggestions were made, including Monster Trucks, a dog agility display, acts that interact with the public, a parachute display and a motorbike display. AGREED the Corporate Services Manager report back on prices and availability at the next Events Meeting.

45. Events

(a) Oktoberfest

The Facilities Assistant reported on the number of tickets sold, bar takings and food sales. Members reported it was a good night and fun was had by all. It was suggested by a local Member for this event to be held outside next year, either at Shotton Hall or at The Pavilion, with the possibility of hiring a company to arrange the event. The Corporate Services Manager was to look into this.

(b) Children's Halloween Party

The Deputy Town Clerk reported that Castle Dene Shopping Centre had kindly offered to help the Town Council promote this event and a family ticket to be used in the online competition they are running had been agreed. It was confirmed the Deputy Mayor, Cllr T Duffy was providing several pumpkins and these were to be used alongside a projector/singing pumpkins display provided by Cllr A Watson.

(c) ABBA Tribute Night

The Facilities Assistant reported arrangements for this event were in hand and tickets sales were increasing.

(d) Remembrance Sunday

The Deputy Town Clerk confirmed the poster/social media post had been updated as requested. It was asked that the Deputy Town Clerk to contact the Parks Manager about poppies being displayed on Council vehicles.

(e) Christmas Tree Lighting Event, 30 November 2018

A local Member suggested various craft activities be made available to children on the evening, such as decorating cookies which could be placed on a Christmas tree and making Christmas cards. The Corporate Services Manager was to arrange these activities.

(f) Christmas Tree, Dene Parks

The Deputy Town Clerk reported the possibility of Castle Dene Shopping Centre changing the location of their own Christmas tree to a space near the main road, a short distance from the chosen location of the Christmas Tree in Dene Parks. It was, therefore, decided this would not be done this year and arrangements would continue to be made for the possibility of an electricity supply being available for Christmas 2019.

(g) Over 60's New Year's Party

It was confirmed a singer had been booked for this event and tickets were now available, free of charge to Peterlee residents and £7.50 for those living outside the Town. A local Member suggested that the Democratic Services Team make certain there were raffle tickets and bingo books available for this event. Democratic Services Team confirmed this was in hand.

(h) Burn's Night

The Facilities Assistant confirmed this event was in hand and a Ceilidh band was booked.

(i) Lovin' the 80's event, Friday 15 February 2019 (Mayor's event)

The Democratic Services Team confirmed arrangements for this event were in hand and 80's band, Zen were booked.

(j) Pizza & Prosecco

The Administration Assistant confirmed this event was booked for 12 July 2019 with a comedy hypnotist booked.

(k) Chef - Update

Interviews were being held the following week.

46. Date and time of next meeting

It was **AGREED** the next meeting held on **Wednesday 21 November 2018 at 10.00am until 12.00 noon in the Council Chamber at Shotton Hall Banqueting Suites.**