



PETERLEE TOWN COUNCIL

Date of Issue: 13th February 2019

A meeting of the **EVENTS WORKING PARTY** will be held on **WEDNESDAY 20TH FEBRUARY 2019** IN **THE BAR, THE PAVILION, HELFORD ROAD, 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 23rd January 2019

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

(attached)

Matters Arising

The following matters were referred from the Community & Environment Meeting held on 11th February 2019, (extracts below):-

(a) Summer Fun Days it was asked would the play area investment improvement programme affect the dates and it was assured a timeline for the works to the play areas would be provided for Members soon.

(b) The Peterlee Show the issue of wrist bands for the stage area was questioned along with how the Pavilion would be accessed. It was suggested the next Events Meeting be held at Helford Road to allow this to be clarified and considered further.

(c) Remembrance Parade it was suggested only one wreath be placed by the Town Council. It was also asked if the possibility of the Parade falling out at the traffic lights on the return journey at the bottom of Edenhill Road and would the Parade Marshall discuss this with the Veterans and report back to the Committee.

(d) Christmas Tree Lighting Event it was suggested the Round Table be asked to sell glow in the dark novelties at the event to alleviate the workload for staff on duty that evening.

(e) Over 60's New Year Party - The limit of 10 tickets per care home for the Over 60's Event was challenged and it was recommended this be reconsidered at the Events next meeting for there to be no limit applied. It was also asked if an Over 60's Summer Party could be considered and planned.

3. Peterlee Show 31 August & 1 September 2019

4. Community Cinema

5. Events

(a) Ladies Day, Sunday 3rd March 2019

(b) Motown Event, Friday 29th March 2019

(c) Brass Band Event, Sunday 7th April 2019

(d) Armed Forces Day, 29th June 2019

(e) Pizza and Prosecco Night, Friday 12th July 2019

(f) Summer Fun Days in the Park, 2nd August, Edenhill, 9th August, Woodhouse Park & 16th August 2019, Heath Close

(g) Remembrance Sunday Parade, 10th November 2019

(h) Christmas Tree Lighting, Friday 29th November 2019 & Tree in the Dene Parks

(i) Over 60's Event, 10th January 2020

(j) Over 60's Summer Event – suggested by the Community & Environment Committee

(k) Pantomimes, 3rd & 4th December 2019, Dick Whittington to note they have been agreed with a number of performances being on an evening with tickets offered for sale

(l) Elvis Night, Shotton Hall

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

5. Events held in Partnership

To consider if concessionary use for these events shall be granted by the Town Council:-

- (a) Peterlee Cricket Club, Sportsman's Dinner, 18th April 2019, (£300.00 room hire)
- (b) Holistic Health Day, Well Being Event Sunday 12th May 2019, (room hire at a cost of £504.00)
- (c) Young Heroes Awards Event, Friday 10th May 2019, (£252.00 room hire)

6. Date and Time of Next Meeting

It is suggested the next meeting be held on **Wednesday 20th March 2019** at **10.00am**.

NB

PLEASE NOTE CHANGE OF MEETING VENUE TO THE PAVILION

THE NOTES OF THE MEETING OF THE EVENTS WORKING PARTY HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE ON WEDNESDAY 23rd JANUARY 2019 AT 10.00AM

PRESENT: COUN S MEIKLE (CHAIR)

Mesdames:- L Fenwick & S Simpson

Messrs:- R Moore, G Carne & S Miles

53. Apologies for Absence

Apologies for absence were offered and accepted from Councillors A C Long, K & T Duffy & K Liddell.

54. Notes from the last meeting held on 21ST November 2018 were considered and agreed as a true and correct record.

55. Peterlee Show 31 August & 1 September 2019

The Corporate Services Manager reported that the change in layout had now been approved and advised Members they should expect additional costs as a result of this site layout, such as increased security, additional fencing and extra toilet facilities due to a larger area the event would cover. The Corporate Services Manager also reported that due to the change in layout, there would be no fireworks display. It was advised that the access to the main stage area would be controlled using a wristband issued by PTC. This would allow the numbers of people in the area to be monitored properly and safely for potential evacuation by the door stewards located in this area. It was also fully explained how the Pavilion would be accessed by the general public over the weekend. Councillor Meikle advised Members must support the Corporate Services Manager in this task and should they wish to volunteer at the Peterlee Show, they should complete a volunteer form which could be obtained from the Democratic Services Team. It was suggested a site meeting be held with Members prior to the Event. **AGREED a statement be issued confirming there was to be no fireworks display on the Saturday evening and this be circulated to the public in various ways well in advance of the event.**

56. Community Cinema

It was AGREED this item be a standard agenda item and the Pavilion Manager to be invited to provide details of past events where the cinema had been held and to discuss future plans for the equipment.

57. Events

(a) HELD Christmas Tree Lighting Event, 30th November 2018

Members reported this event was successful, with lots of visitors and positive feedback. Councillor S Miles thanked Staff for doing a great job and for their hard work, as well as member of the public, Richard Fordham for arranging the music. It was asked if the lights could switch on running through the hedge along to the main tree, if possible.

AGREED this event be held again on Friday 29 November 2019 and local school children to switch on the lights. FURTHER AGREED novelty glow in the dark items be sold and the proceeds to go the Mayor's Charity.

(b) HELD Over 60's Event, 11th January 2019

There had been lots of positive feedback provided to Members following this event. It was felt that all of the Town's Nursing Homes should have been invited individually to come along. Following discussion it was agreed 10 tickets per Nursing Home be offered for the event in 2020 and they be advised of the date when advertising commenced later in the year. It was remarked It was **agreed to hold this event again next year on Friday 10th January 2020, and Deborah Taylor Smith be booked to perform once again and 10 tickets per Nursing Home be offered.**

(c) Burns Night, 25th January 2019

This event had been cancelled due to lack of ticket sales. It was suggested this be considered/reviewed in the future.

(d) New Year's Eve

It was reported the event had sold 236 tickets, (240 would be sold out), and the event had gone very well.

(e) Wedding Show and Open Day, 28 February 2019

This event had been cancelled as the local bridal wear shops were not available to provide a catwalk show.

(f) Ladies Day, 3 March 2019

It was reported this was a George Michael tribute singer, a two course lunch, some stalls, a disco, a compare and topless waiters from 12 noon to 5pm. It was agreed a raffle be held to raise funds for the Mayor's Charity.

(g) Motown Event, 29 March 2019

Tickets were now on sale for this event with a singer, disco and two course meal.

(h) Brass Band Event, 7 April 2019

The Mayor reported on this event. The GT Group Band had agreed to perform at this event for free and were to perform music from around Britain and then to do their last section as a

mini last night at the Proms. There was to be a raffle and volunteers were invited to take part and support the event.

(i) Pizza and Prosecco Night, Friday 12th July 2019

Details of this event were given where tickets were on sale. There was to be a hypnotist and a disco as well as pizza and prosecco.

(j) Summer Fun Days, August 2019

The Corporate Services Manager reported she had contacted local Members several e mails regarding the summer fun days. The Members in the Acre Rigg Ward had agreed to combine their fun day with that being held in Woodhouse Park and it was agreed it be held on 9th August, with a theme to be agreed for definite. The Edenhill event would be 2nd August and Heath Close on the 16th August 2019. It was agreed Creative Youth Opportunities be asked to provide their services for all of the Fun Days, what was to be the theme and what else was to provided to be discussed and agreed wit the Local Ward Members.

(k) Remembrance Sunday Parade

The event was discussed and it was felt the laying of a wreath by both the Chair and Vice Chair of the Town Council was noticed and should be done again in the future. The Parade Marshall asked if a meeting could be arranged with the Vicar of St Cuthbert's Church to have a more organised laying of wreaths and assembly at the church with young people with the various groups ie Cubs, Beavers, Scouts, Brownies and Guides have a dedicated position at the front of the cenotaph.

(l) Armed Forces Day, 29th June 2019

It was reported the event had to be approved before a grant application could be made; approval was awaited.

(l) Other ideas and suggestions for events:-

Elvis Night with Eddy Popescu at Shotton Hall

57. Date and Time of Next Meeting

It was **AGREED** the next meeting held on **Wednesday 20th February 2019 at 10.00am until 12.00 noon in the Council Chamber at Shotton Hall Banqueting Suites.**

In closing the Chair thanked Members and officers for a positive meeting.