



PETERLEE TOWN COUNCIL

Date of Issue: 10th September 2019

A meeting of the EVENTS WORKING PARTY will be held on MONDAY 16TH SEPTEMBER 2019 IN COUNCIL CHAMBER, SHOTTON HALL, PETERLEE at 6.30PM

Mr I Morris PSLCC, M.C.L.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 17TH July 2019**
To consider and agree the contents as a true and correct record (attached)
3. **Peterlee Show 31 August & 1 September 2019**
De brief & planning for 2020
4. **Bogey Derby 14th September 2019**
De brief and discussion of potential for a 2020 Derby Event.
5. **Fireworks Evening, Tuesday 5th November 2019**
To confirm arrangements for the 2019 fireworks event at Helford Road, Peterlee
6. **Remembrance Day Parade Sunday 10th November 2019**
To confirm arrangements for the 2019 Remembrance Day Parade
7. **Date and Time of Next Meeting**
It is suggested the next meeting be held on Monday 21st October 2019 at 6.30pm

THE NOTES OF THE MEETING OF THE EVENTS WORKING PARTY
HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE
ON WEDNESDAY 17th JULY 2019 AT 10.00AM

PRESENT: COUN S MILES (CHAIR)
Mesdames:- L Fenwick & S Simpson
Messrs:- G Carne, R Moore & A Watson

9. Apologies for Absence

Apologies for absence were offered and accepted from Councillors S Meikle & K Liddell.

10. Notes from the last meeting held on 26TH June 2019 were considered and agreed as a true and correct record. It was noted at the recent Community & Environment Committee held on 8th July 2019; it had been agreed the Oktoberfest Event be cancelled.

11. Peterlee Show

The Corporate Services Manager advised she had a meeting planned with one of the organisations associated with the event following issues with their members for the past two years. Following discussion it was stressed that PTC would not tolerate bad behavior of any kind and agreed this be relayed to the organisations and the meeting be cancelled and have the event now open for another registered charity to come along to the Carnival and use it as a fund raising opportunity.

It was agreed the policy be reinforced that no staff or councilors and their family members were allowed to enter nay of the competitions over the weekend. It was noted this needed to be reviewed as for the Bogey derby Councillors and staff were allowed to enter but could not win a prize.

It was asked that every effort be made to recycle wherever possible and rubbish be collected in an effort to maximise this.

12. Events

(a) Armed Forces Day, 29 June 2019

A Local remember reported he had received a lot of feedback from the event and he suggested that a small working party be established to consider next year's event in detail and this was agreed.

(b) Peterlee in Bloom, 15th July 2019

It was reported there were finally 16 entries with six of these being new gardens. The judging day had gone well and the presentation event was scheduled for the 25th July 2019.

(c) Bogey Derby 14th September 2019

It was reported there had been 6 entries received so far. It was suggested a small working party meet to consider the details of the event such as parking, entry fee etc.

(d) Halloween Event, Shotton Hall, 31st October 2019

It was asked that spooky entertainment be sourced for shows to be held in the council chamber for small groups during the event.

(e) Remembrance Sunday Parade, 10th November 2019

It was mentioned that whoever had volunteered to help assemble everyone at the church would not be able to take part in the Parade itself as they would need to be on site. A running order for the laying of wreaths was to be provided and it was stressed the main objective was to have children at the front of the assembly so that they could see and join in easier.

(f) Christmas Tree Lighting, Friday 29th November 2019

The Corporate Services Manager confirmed the event will be very similar to 2018's event. The Christmas Market had also been in touch and they could provide 20-40 stalls.

13. Updates on New Ideas

Several ideas were given including a vintage/classic car festival and having market stalls etc. in the trees at Shotton Hall.

14. Date and Time of Next Meeting

It was **AGREED** the next meeting held on **Monday 16th September 2019, with a meeting of the Armed Forces Day Working Party and the Bogey Derby Working Party being held between now and then.**