

LYMM PARISH COUNCIL

Clerk to the Council: Kerry Duffin
Telephone: 07741 877870
Email: clerk@lymmparishcouncil.gov.uk
Address: The Village Hall, Pepper Street, Lymm WA13 0JB



Minutes of the EVENTS COMMITTEE held on 19th October 2022 at 6pm held in Lymm Village Hall

Councillors: * Cllr Selwood (Chairman)
Cllr Gowland
* Cllr Johnstone
* Cllr Stansfield
Also in attendance: Cllr Rurlander
Kerry Duffin (Clerk)

11. Welcome, Introductions and Housekeeping

The meeting opened at 6.15pm.

12. Apologies for Absence

Apologies were received from Cllr Gowland.

13. Code of Conduct – Declaration of Interest

Members were reminded of their responsibility to declare any personal interest or prejudicial interest that they may have had in any item of business on the agenda no later than when the item was reached. No interests were declared.

14. Public Open Forum

No members of public were present.

15. Approval of previous meeting's minutes and progress of actions

RESOLVED: The minutes from the meeting on 6th May 2022 were approved as an accurate record and signed by the Chairman.

Actions:

Item	Action	Update
Platinum Jubilee	Leaflets costs to be recommended at Full Council	Completed
Festivities Working Group	Clerk to send a poll to all current members	Results received and are on this agenda for discussion and recommendation
Summer bunting	Recommendation for Full Council to discuss the options and make a decision	Completed.

16. Remembrance 2022

An update was provided. The Remembrance Parade will be on Sunday November 13th. The start of the parade will be from Davies Way car park but as the car park

Clerk to the Council: Kerry Duffin
Telephone: 07741 877870
Email: clerk@lymmparishcouncil.gov.uk
Address: The Village Hall, Pepper Street, Lymm WA13 0JB



cannot be closed, the return parade will disperse on the corner of Davies Way and Brookfield Road, near the United Reformed Church. The stewards will ensure that the dispersed attendees will use the pavements and not the road to return to vehicles or home. This will be communicated in the parade invitation.

Cllr Selwood will be the Event Manager. The relevant documentation has been completed with Warrington Borough Council including the route and necessary road closures.

Parish Council standard bearers to be confirmed for the event.

First aid cover will be provided by the Parish Council for the duration of the event.

17. Festivities Working Group

The results of the questionnaire to the former Festivities Working Group were discussed and with 6 out of 29 responses, no clear vision for the options for the future of the group was forthcoming. A **RECOMMENDATION** of:

17.1. A new Events Working Group to be formed which will research and make recommendations for the vision, costs and delivery partners for the Parish Council's annual event programme including:

- Dressing the village for summer and winter
- Carols from The Cross
- Remembrance
- In 2023, the Coronation.

The installation and removal of any equipment or resources would then be undertaken by contracted professionals with support from volunteers.

17.2. A group/pool of events stewards will be formed and trained accordingly. These volunteers will be able to support all village events.

17.3. Plan and deliver a volunteering drive for the village events in January 2023 with a budget of £250 for marketing materials which will include a marketing plan involving schools, radio and social media.

All festivities working group volunteers to be emailed and thanked for their commitment and dedication to Lymm's events and asked to contact the Clerk if they would like to be involved in future planning and/or stewarding of events.

18. Xmas and Carols

Costs and tasks for delivering the installation of decorations and Carols from The Cross were discussed at length. Due to the expected costs of decorating the village being higher this year than usual (for a variety of reasons), that was taken into consideration when reviewing the costs of Carols and the significant saving to be

Clerk to the Council: Kerry Duffin
Telephone: 07741 877870
Email: clerk@lymmparishcouncil.gov.uk
Address: The Village Hall, Pepper Street, Lymm WA13 0JB



made when considering the date they should be held. From the approved and delegated budget of £5,500:

RESOLVED:

- 18.1.** Carols from The Cross to take place on December 23rd instead of 24th due to the costs of the sound and stage hire (cheaper on the 23rd), and the availability of those involved in planning, setting up and running the event including partner organisations, Councillors and staff and allowing all of the those parties to spend time with their friends and families on Xmas Eve
- 18.2.** Lymm Radio to broadcast live from The Cross from 6pm and Carols from 7pm
- 18.3.** Luminate quote of £2106.11 to be accepted to deliver the stage and sound for Carols from The Cross on the 23rd December
- 18.4.** Lymm Pages quote of £400 be accepted for the marketing of Carols from The Cross and printing the carols lists for those singing from home
- 18.5.** Instruct Northwich Town Council to carry out a load test on all brackets for trees / flags at the earliest possible opportunity at a cost of £1540 + VAT
- 18.6.** Instruct Jellypress to deliver the Advent Calendar Trail for the village at a cost of £1245 to be covered by the 24 businesses involved paying an equal share. Local supermarkets to be asked to donate festive chocolates for prizes
- 18.7.** Call an Extra Ordinary Meeting to request additional funds to cover the cost of decorating the village for Christmas.
- 18.8.** Defer the setting up of the Legacy Working Group to January 2023.

Clerk to follow up electricians to gain a quote to test the sockets for lights and the festoons themselves.

19. King Charles Coronation 2023

The date has been set for Saturday May 6th 2023. The plans for the event will be discussed in January 2023 however the Committee **RECOMMENDATION** is that a budget for 2023-24 of £30,000 is allocated to cover Remembrance parade, summer village decoration, removal of the redundant speaker system, Xmas village decoration, Carols from The Cross and the Coronation.

20. Any other updates not mentioned elsewhere on the agenda

A climate and environment emergency decision document is required to support the decision making process at the Events Committee.

21. Date of next meeting

An Extra Ordinary Full Council meeting to be called for 31st October 2022 at 8pm.

Meeting closed at 8.30pm