

Minutes of the EVENTS COMMITTEE meeting of LYMM PARISH COUNCIL held on Tuesday 5th September 2023 at 7.30pm in Lymm Village Hall

In attendance:

- * Cllr Selwood (Chair)
- Cllr Gowland
- * Cllr Johnstone
- * Cllr Oakley
- * Cllr Rurlander

* Denotes attendance

Also in attendance: Kerry Duffin, Clerk to the Council

EV1. Welcome and Introductions

The meeting opened at 7.35pm.

EV2. Apologies for Absence

Apologies were received from Cllr Gowland.

EV3. Code of Conduct and Declaration of Interests

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

EV4. Public Participation

One member of public was in attendance from Safety Central seeking opportunities to promote availability of volunteer roles at the centre. Parish Council will share Amelia's contact details.

EV5. Approval of Previous Meeting's Minutes

RESOLVED: Minutes of the meeting on 6th February 2023 were approved as an accurate representation and signed by the Chair.

EV6. Update on previous actions

All actions have been completed.

EV7. Update from the Events Working Group

The group has not met recently. The Clerk will make a public request for more members of the group and for a new lead to come forward to organise the meetings and create the agendas.

EV8. Events Training

Two documents were shared with all Councillors. The first, a summary of the training held in July, and the second, a table for Councillors to complete in order to assess Council's understanding of Parish Council events and costs.

RECOMMENDATION: The documents to be shared with all Councillors at September's Full Council meeting to gain an understanding of how the Council views these areas of work.

EV9. Remembrance 2023

RECOMMENDATION: That Parish Council organises the parade in 2023 however reviews the parade route for safety. Planning to be looked at by officers and the working group.

EV10. Activities and Events for winter 2023

a) Carols from The Cross

RECOMMENDATION: That Carols takes place at the same time on Christmas Eve in 2023. Cllr Oakly to contact all last year's core team to enquire about their availability to take on the same roles for 2023. The Clerk to support the team with paperwork and admin in advance of the event. The working group will be tasked with contacting all key partners and ascertain their availability and opportunities for 2023. Committee noted that need to improve staging, sound and lighting of the event.

b) Decorating the village – trees and lights

RECOMMENDATION: The working group will look at a plan for 2023 taking account of the lack of power for electricity to power the lights for the trees.

c) Advent Trail

RECOMMENDATION: That the trail happens again in 2023 as a cost neutral activity. The working group will

RECOMMENDATION: That the working group looks to align all of the funding used for events in Lymm to draw down external funding and pays for an Events Manager to curate and oversee all village events from 2024 onwards taking on some of the administration and organising of key events.

Council discussed the option of informing the public about the changes regarding the Christmas tree lights.

EV11. D-Day Events 2024

Take the item to the working group for a plan – suggestions of a similar event to the Jubilee including a beacon lighting event.

EV12. Road closure costs / grant applications for events

A document was shared with Committee members however due to the majority of Councillors being involved with the events that receive Council support, the item needs to be taken to Full Council.

EV13. Disposal of unused sound equipment

RECOMMENDATION: The equipment detailed in the report to be donated to the community in exchange for a donation to the food bank. First refusal to be offered to Cheshire's Mix 56.

EV14. Martyn's Law Update

The Society of Local Council Clerks and National Association of Local Councils responses to the Draft Terrorism (Protection of Premises) Bill were shared with Committee members. Committee **RECOMMENDATION** is to wait until further progress has been made in order to consider any adjustments to Parish Council activities.

EV15. Any other updates not mentioned elsewhere on the agenda

The village hall roof replacement may impact future events. Alternative venues will be sought if needed.

EV16. Date of next meeting18th September 2023 at 7.30pm – working group27th September 2023 at 7.30pm – Committee**Actions from the meeting:**

ITEM	ACTION	WHO RESPONSIBLE
EV4	Share Safety Central's details for ranger vacancies	All
EV7	Invitation to residents to join the working group	Clerk
EV8	Share Events training documents with all at Full Council	Clerk
EV10	Add recommendations to Full Council agenda – Carols, decorations and advent trail Set up a working group meeting to plan and cost the events / activities	Clerk Working Group
EV10	Contact last year's core role volunteers to ask if they are able to be involved this year	Cllr Oakley
EV11	Working Group to look at a D-Day plan and develop the details and costs to take to Council for approval. Add to the agenda.	Clerk/Working Group
EV12	Add road closure and grant figures to Full Council agenda for review	Clerk
EV13	Disposal of sound equipment – recommendation to be taken to Full Council	Clerk