

## BERWICK-UPON-TWEED TOWN COUNCIL

**Minutes of the Town Council Events Committee Meeting held on Monday, 6 June 2016 at 6.00 pm at The Town Hall, Marygate, Berwick-upon-Tweed**

### **PRESENT:**

Councillors:	I Dixon	(In the Chair for Open Session and Item 1) (Up to and including Item 9)
	J Lang	(In the Chair for Item 2 onwards)
	A Forbes	
	K Graham	(Up to and including Item 9)
	G Hill	
	G Roughead	(From Item 3 onwards)
	C Seymour	

### **IN ATTENDANCE:**

S Cozens, Assistant to the Clerk  
4 members of the public

**E001/15**

#### **1. ELECTION OF CHAIRMAN**

Cllr Dixon proposed Cllr Lang as Chairman and this was seconded by Cllr Forbes.

**RESOLVED: That Councillor J Lang be appointed Chairman of the Events Committee for the meeting.**

### **OPEN SESSION**

The issue of the electronic notice boards was raised and in particular when would they be ready and would they still be paid for from the Portas money? Further information would be obtained in due course.

#### **Berwick Literary Festival Grant Application**

Mr Chris Smith, Berwick Literary Society spoke to Councillors and advised them that the Society had applied for £2,500 in 2015 and this year's application was for £2,000. Also the festival would

be operating from 20-23 October, an extra day to what was mentioned in the information provided. The Festival now has a mission statement and intends to keep the event rooted locally while bringing in people from afar. The bank account shows a surplus because the Society is applying for charitable status and six months working reserves is required as part of being a charity. Cllr Seymour asked could the Society predict when the Festival would be self-sufficient as mentioned in last year's application. Mr Chris Smith replied that sponsorship is being looked into so hopefully in 2-3 years' time.

Cllr Hill asked how the Festival proposed to maximize David Starkey. Mr Chris Smith replied that this would be treated as a self-contained event with a £10 charge for tickets.

**E002/15                    2. APOLOGIES FOR ABSENCE**

Apologies for absence had been accepted from: Councillor D Blackburn (alternative meeting).

**E003/15                    3. MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 22 July 2015 were agreed and signed as a correct record.

**E004/15                    4. DISCLOSURE OF INTERESTS**

Councillor G Hill declared a personal interest in Item 9 (applications for financial assistance, Berwick Literary Festival);

Councillor J Lang declared a personal interest in Item 9 (applications for financial assistance, Berwick Literary Festival and Berwick Autumn Festivals).

**E005/15                    5. REQUEST FOR DISPENSATION**

There were no requests for dispensation.

**E006/15                    8. FIREWORK DISPLAY, SPITTAL**

Cllr Graham advised that initially there were to be no firework displays in Berwick last November. However, Cllr Graham became involved in an event in Spittal, completing paperwork whilst two residents paid for public liability insurance and fireworks etc which proved to be quite a financial burden. The hope is to submit a grant application for funding for an event in 2016. The estimated figure would be £900.

The suggestion of the grant application being completed and submitted by Spittal Improvement Trust was raised and discussed. **Suspend Standing Orders.** Mr Mike Greener expressed concern that as long as this didn't detract

from the other grant applications. Also Spittal Improvement Trust would be unable to supervise the event, however, the Trust should be able to complete the form. **Re-instate Standing orders.** Assistant to the Clerk, Mr Stephen Cozens, to email a grant application form to Mr Mike Greener and Cllr Karin Graham.

**E007/15**

## **9. APPLICATIONS FOR FINANCIAL ASSISTANCE**

Mr Mike Greener explained that was very difficult for these particular events to be self-funding as they were on public land and therefore entrance fees could not be charged. Councillors discussed the money that was available in the Events budget as a whole and the amounts available to established events. Members felt that this particular budget needed to be looked into further.

**RESOLVED: (i) To make £4,000 available to Spittal Improvement Trust for Spittal Gala and Spittal Seaside Festival; (ii) To make £2,000 available to Berwick Book Festival – Berwick Literary Festival Steering Group; and (iii) To make £2,618 available to Berwick Autumn Festivals.**

**NB: The above grants would be deferred to the Finances and Resources Committee for final approval.**

**E008/15**

## **7. TEENAGE MARKET**

Members noted the update regarding the Teenage Market.

**E009/15**

## **6. EVENTS COMMITTEE**

As this was the last meeting of the committee, this item gave Members the chance to discuss the process of the Events Committee which would now be undertaken by full Council. Issues mentioned included that the budget setting / process was not thorough enough, more clarity was needed about events to be supported and how much money was left in the budget. Grants meetings could be held quarterly or half yearly which could include budget updates. A list of grants made in previous years could be made available. **Suspend Standing Orders.** Mr Darling asked if certain Events could be prioritised so the applicants for financial assistance will be aware that they have the support of the Town Council. **Re-instate Standing orders.** It was felt that this happened informally, however, applicants could be made aware that the Town Council will support them, for example, for three years.

The Chair would prepare a note of what had been discussed to be included at

full Council.

**E010/15**

**10. DATE OF NEXT MEETING**

No further meetings of the Events Committee due to the new committee structure. The business of the Events Committee will be dealt with by full Council.