

## **BERWICK-UPON-TWEED TOWN COUNCIL**

### **Minutes of the Town Council Events Committee Meeting held on Monday, 12 September 2011 at 6.00 pm at The Town Hall, Marygate, Berwick-upon-Tweed**

#### **PRESENT:**

Councillors:	M McNeely (Chair)	A Reid
	J Beresford	J Robertson
	A Bowlas	J Smith
	I Dixon	J Waterhouse
	P Herdman MBE	

#### **IN ATTENDANCE:**

S Finch, Town Clerk

1 member of the public and 3 representatives of Berwick Events Group

#### **E028/11 1. APOLOGIES FOR ABSENCE**

No apologies for absence had been received.

#### **E029/11 2. MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 4 July 2011 were agreed and signed as a correct record.

#### **E030/11 3. STATEMENTS BY THE PUBLIC**

There no statements by members of the public present.

#### **E031/11 4. DISCLOSURE OF INTERESTS**

Councillors Bowlas and Herdman declared a personal interest in Item 7 (Christmas lights); Councillor Reid declared a personal interest in Item 9 (Tweedmouth Feast Event). Councillor Robertson declared a personal and prejudicial interest in Item 7 (Christmas lights).

#### **E032/11 5. BERWICK EVENTS GROUP**

The Chair welcomed representatives of Berwick Events Group, who reported that preparations for the Dickensian Market on 11 December were going well, and it was expected to be bigger than 2010. It was confirmed that a half-hour slot, 3 – 3.30 pm, had been allocated to the celebration of the Christmas lights, but more

detail was required of the Town Council's plans.

It was agreed that Councillor Waterhouse and the Town Clerk would attend the BEG meeting on 28 September to discuss the event.

**E033/11**

## **6. EVENTS UMBRELLA INSURANCE**

The Town Clerk advised members that an umbrella insurance, at cost of £720, could be provided to an individual group which took overall responsibility for events throughout Berwick-upon-Tweed. If any groups organising events under the umbrella of the main group retained their own constitution and governing body, they would have to take out their own policy.

Members agreed that the conditions of an umbrella insurance policy were not suited to the way events were organised in Berwick-upon-Tweed and the proposal would not therefore be pursued. The Clerk reminded members that individual groups could apply to the Town Council for small grants which could help with meeting the costs of insurance.

**E034/11**

## **7. CHRISTMAS LIGHTS**

Note: Councillor Robertson, having declared a personal and prejudicial interest, left the room during consideration of this item.

Members agreed that within the £7000 which had already been resolved (CO12/11) should be spent on work to, and purchase of, festive lights, £4000 should be spent on new canopy lights for West Street. It was further agreed that the materials required to refurbish existing features, at a cost of £2,262, should be ordered, the work to be carried out by Steven Monks.

**RESOLVED: The Town Council to invite three contractors to quote for the erection and dismantling of festive lights for a three year period, from 2011.**

It was noted that a response was still awaited from the County Council on providing power supplies from lighting columns in Castlegate but renewed efforts were being made to get an estimate of the cost; the possibility of providing a supply in Golden Square would also be investigated with a view to providing rope lights between Marygate and the bridge.

E035/11

## **8. CAN-AM VISIT 2012**

The sub-group to discuss the 2012 visit had not yet met and would be convened shortly.

There was informal discussion about re-introducing the Berwick Tattoo to coincide with the visit of the Can-Am Pipes and Drums, but it was agreed time was too short to allow proper organisation, and that if the Can-Am group re-visited in 2014, that would allow the time needed to consider and plan a range of events including the Tattoo.

E036/11

## **9. TWEEDMOUTH FEAST EVENT**

Councillor Reid said that the crowning ceremony had been well-attended and well-received; the new event on the following Saturday had been well-received but poorly attended, but the uncertainty over whether it would take place had limited the period available for publicity.

Members agreed that the new event had been helpful as a pilot, and that they should consider a full report at a future meeting to decide how it could be supported in future.

E037/11

## **10. EVENTS LEAFLET 2012**

Members reviewed the Events leaflet which had been produced earlier in the year.

**RESOLVED: An events leaflet should be produced for 2012, scheduled to be ready for the leaflet distribution day in March. The production would be by Town Council staff. Costs would be incorporated in the budget proposals for the next meeting on 7 November.**

E038/11

## **11. BUDGET FOR 2012-13**

The Chairman and Vice-Chairman agreed to meet to draw up a budget for the Events Committee to present to the meeting on 7 November. This would include consideration of a grants policy to ensure that key traditional events were safeguarded.

E039/11

## **12. APPLICATIONS FOR FINANCIAL ASSISTANCE**

**RESOLVED: To make a grant of £360 to help meet the costs of the visit of The People's Bible to Berwick on 30 and 31 October.**

E040/11

## **13. APPOINTMENTS TO OUTSIDE BODIES**

No invitations had been received.

**E041/11**

**14. EVENTS IN 2011/2012**

There were no matters to consider other than those discussed elsewhere.

**E042/11**

**15. DATE OF NEXT MEETING**

The next meeting would be held on Monday, 7 November 2011 at 6 pm in the Ante Room of the Town Hall.