



Blyth Town Council

Minutes of the meeting of the Events Committee held in the Council Chamber at Arms Everytne House on Tuesday 29 September 2015

Present:

Councillors:

K Nisbet Deputy Mayor and Chair, A Cartie (Vice-Chair), C Bruce, A Gibbs-Barton, M A Parker, J R Potts

Also Present:

Councillor:

R Parker

Officers:

S E Rickitt	Town Clerk (Democratic Services)
L Forsyth	Committees & Communications Officer
M Hawthorne	Committee Clerk
Adam Spratt	Administrative/Customer Services Assistant

Invited Guests:

J Houghton	Carnival Rides
Ali Walton-Robson/ Frances Castle	Headway Arts
Karen Walker	Blyth Development Trust

Members of the Public: 3 (who signed in)

1.	APOLOGIES FOR ABSENCE Councillors Rickerby and Turnbull
2.	DISCLOSURE OF INTERESTS & THE GRANT OF ANY DISPENSATIONS None.
3.	MINUTES OF THE PREVIOUS MEETING HELD ON 16 JULY 2015 The Town Clerk (Democratic Services) advised that the minutes were ADOPTED by full Council in July 2015. Olympic Legacy Event 20 September – Councillor J R Potts advised that this event did not take place due to staff sickness and has been rescheduled to 10 October 2015. The Committee agreed to ADOPT the minutes.
4.	Presentation from Headway Arts (see attached paper) Ali Walton-Robson presented the proposal for a Christmas Lantern Parade in December 2015 which will involve 6 first schools (30 children from each) and also include local people. Previous events have been very well received and it has helped develop a sense of pride in the community. Ms Walton explained that Headway Arts have recently secured £70,000 to improve their premises and this will include a community space. The aim of Headway is to have greater community involvement. It was noted that there were some issues around planning at the previous event which organisers were not made aware of. The Town Clerk (Democratic Services) advised that further consideration would be given to the request for funding and Headway Arts will be advised of the outcome. It was noted that this presentation would have been made at earlier meeting, however, there had not been a meeting of the Events Committee.
5.	Review of Summer Events (please see attached report) Paul Taylor commented that the report, which was circulated in August highlights some of the issues and areas where

	<p>improvements can be made. There was a particular issue with market traders who were unwilling to move their stalls and this is something that will be raised at the Partnership Board. The general consensus is that a spilt site for this event did not work well and attendance figures were much lower than previous years. The weather was also a contributory factor and the Gazebos had to be dismantled early in the day due to high winds. Low tide also caused problems on the Sunday and although 30 boats had registered for the Parade of Sail, only 12 participated.</p> <p>The Town Clerk (Democratic Services) commented that, bearing in mind the Tall Ships will be visiting Blyth in 2016, the Council need to ensure that there is clear signage to and from the Quayside. He added that clarification is required in terms of pluvius/cancellation insurance is available and if so, what the cost would be. Paul Taylor advised that he pays a £500 insurance premium to cover the costs if events are cancelled and there is a need to reimburse people.</p> <p>Councillor J R Potts asked that consideration be given to the type of acts which are booked to ensure they are family orientated. He also suggested a compere is needed to interact with the audience.</p>
6.	<p>Programme of Events (please see attached report)</p> <p>6. 1 Fireworks Event</p> <p>Councillor Nisbet explained to the Committee that a complaint been received stating that St. Cuthbert Church were unhappy that the fireworks event had been arranged for a Sunday evening. This concern was not received directly from the Church and the Priest has responded stating that he hopes the event will be successful. It was noted that in previous years the evening service at the Church has been rescheduled to allow parishioners to participate in the fireworks event.</p> <p>Paul Taylor gave the following update:</p> <ul style="list-style-type: none">• Wristbands – the wristbands will go on sale at the Keelrow from 1 October 2015. The cost is £1 per wristband (including children and babies in buggies) .The cash from

sales will be returned to the BTC office at the end of each day. Following discussion, the Committee agreed that no refunds will be given if the event has to be cancelled for any reason. Notices to this effect will be displayed at the sites where the wristbands are being sold.

- **Capacity** – the capacity has increased to 18,000.
- **Advertising** – the event has been advertised on social media sites and posters will be displayed throughout the town.
- **Timing of the Event** - the gates will open at 2.00 p.m. and the fireworks will start at 6.30 p.m.
- **Lighting** – in addition to the fireworks there will be lighting on the river the Quayside and the lighthouse. This work is being carried out by Steadlands Lighting and Sounds. The sculpture will have a back lighting.
- The barges have been organised and will be staying in the Port and will be pulled on the river at 12.00 noon on 1 November 2015. The Town Clerk (Democratic Services) asked Paul to clarify the implications for insurance. The RNLI are putting two boats on the river
- **HCA** – the premises are licensed until 1 November 2015 and the plan is to use their land for car parking.
- **Arch** - a request has been submitted to use Arch land for car parking and Paul is dealing with the licensing for this.
- Paul is working with Amy from Workspace with a view to using the roof for additional lighting.
- Paul confirmed that he has held a Health and Safety Meeting which was attended by the police and someone from the resilience forum. No issues were raised at this meeting and he confirmed that there are no concerns in respect of traffic management.
- The site has been split into three zones, there will be two ambulances present and 4 First Aid staff in each of the zones.

Paul said that all of the information will be displayed on boards. He has also met with Stewart Balmer-Howieson from the Port of Blyth as there were issues with people parking on North Blyth and the plan is that the site will be closed this year. Trespassing signs will

be displayed and staff will ensure that people cannot drive into that area.

John Houghton asked the Committee if they would consider allowing him to use the fireworks event to advertise that he is a sponsor for the event by way of putting a banner around the stage and also making an announcement during the event that he is a sponsor. He is contributing £1,200 to the event.

The Committee agreed to this request as a one-off.

The Town Clerk (Democratic Services) reminded Paul of the importance that the event must be delivered on budget as the Council would not be prepared to meet any additional costs.

6.2 Christmas Event

Paul advised that he has a meeting arranged week commencing 5 October 2015 with Leah Bell to finalise the show which will be held on 20 November 2015. The show will last approximately half an hour and she will be performing the "Silver Bells" show. He met with Mark Cain and Stephen Marshall on the market place yesterday to review the plans for the Christmas lights for this year. Mark and Stephen will endeavour to get the lights in the live trees working although they may have to be replaced in 201. Additional motifs have been purchased via Blachere and work may begin as early as next week to erect the lights. Paul will confirm with Councillors when the lights have been delivered

The Town Clerk (Democratic Services) said he would like more Councillors involved in the meetings and selling of wristbands. He noted that there is another round table meeting on 12 October 2015.

PRIVATE BUSINESS RESOLUTION

PURSUANT TO THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 THE COUNCIL RESOLVE TO EXCLUDE THE PRESS AND THE PUBLIC BECAUSE THE COUNCIL WILL BE CONSIDERING FINANCIAL MATTERS

MEMBERS OF THE COUNCIL

Councillors

- M Park (Mayor)
- K Nisbet (Deputy Mayor)
- C Bruce
- A Cartie
- B W Elliott
- K Ellis
- A Gibbs-Barton
- G T Knox
- R Parker
- J R Potts
- O Potts
- J Reid
- L Rickerby
- D Rutter
- G Thompson
- A Turnbull

Officers

- S E Rickitt
- S Robinson
- D Clough
- A McCabe
- Liam Forsyth
- Maureen Hawthorne
- Adam Spratt

- Town Clerk (Democratic Services)
- Assets Officer
- Assets officer
- Officer Manager
- Committees & Communications Officer
- Committee Clerk
- Administrative/Customer Service Officer

Minutes of the meeting of the Events Committee held in the Council Chamber at Arms Everytne House on Tuesday 29 September 2015

Part II

Present:

Councillors:

K Nisbet Deputy Mayor and Chair, A Cartie (Vice-Chair), C Bruce, A Gibbs-Barton, M A Parker, J R Potts

Also Present:

Officers:

S E Rickitt	Town Clerk, Democratic Services
L Forsyth	Committees & Communications Officer
M Hawthorne	Committee Clerk

Headway Arts

The Town Clerk (Democratic Services) asked the Committee to consider and comment on the request from Headway Arts to support their event in December 2015. It was noted that there is no money left via community grants, however, there are funds allocated to the photographic competition which will not now take place. In general the Committee supported the request and agreed that greater community involvement is needed in events. The Committee agreed to the proposal that on this occasion Headway Arts will receive £2,910 (monies coming from the photographic competition and Northumberland in Bloom). However, it will be made clear that this will not be an ongoing commitment. The budget for Christmas lights will be extended by £3,000 to include the lantern event.