

Elloughton-cum-Brough Town Council
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Minutes of the Events Meeting held on **Tuesday 12th July 2022** held in the Meeting Room, Elloughton-cum-Brough Town Council Office, 60 Welton Road, Brough.

Members Present: Cllr Trotter, Cllr Luckraft, Cllr Rowe

Meeting Clerk: Philippa Beverley (Town Clerk)

Also in attendance: Phillipa Scullion (Events Coordinator), Alice Greenwood (Admin Assistant)

Members of Public: No members of public present

MINUTES

EV142/22 To accept apologies.
Apologies received from Cllr Muzaffar, Cllr Bentley, Cllr Loizides

RESOLVED: Committee resolved to accept apologies from Cllr Muzaffar, Cllr Bentley and Cllr Loizides.

EV143/22 Committee to elect a Chairman of the Events Committee for May 2022 to May 2023 municipal year.

Cllr Luckraft proposed, seconded by Cllr Rowe and agreed unanimously, that Cllr Trotter be elected to the office of Chairman of the Events Committee for the 2022-2023 municipal year.

RESOLVED: Cllr Trotter was elected to the office of Chairman of the Events Committee for the 2022-2023 municipal year.

EV144/22 Committee to elect a Vice-Chairman of the Events Committee for the May 2022-2023 municipal year.

Cllr Trotter proposed, seconded by Cllr Rowe and agreed unanimously, that Cllr Bentley be elected to the office of Vice-Chairman of the Events Committee for the May 2022-2023 municipal year.

RESOLVED: Cllr Bentley was elected to the office of Vice-Chairman of the Events Committee for the 2022-2023 municipal year.

EV145/22 To accept Declarations of Interest relating to items on the agenda.
No declarations of interest received.

RESOLVED: No declarations of interest received.

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EV146/22 To confirm as a correct record the Minutes of an Events and Publicity meeting the Committee held on 10th May 2022.

Cllr Trotter proposed, seconded by Cllr Luckraft and agreed unanimously, that the minutes be accepted as a true and accurate record of the meeting held on Tuesday 10th May 2022.

RESOLVED: Committee resolved to approve the minutes as a true and accurate record for the meeting held on Tuesday 10th May 2022.

EV147/22 To receive verbal feedback on the Platinum Jubilee Beacon Lighting

Events Coordinator gave detailed feedback on Platinum Jubilee Beacon Lighting and its success. Cllr Rowe suggested if another similar event is to take place then it be in a location more suitable for people to access or transport be offered to those who need assistance.

RESOLVED: Committee resolved to note the feedback on the success of the Platinum Jubilee Beacon Lighting.

EV148/22 To receive a verbal update and information on Sunflower Competition.

Events Coordinator advised that the Sunflower Competition was running and has received pictures of entries via social media, Events coordinator acknowledged the Town Council is unaware of exactly how many entries the competition has at this stage. The winner will be announced soon in August 2022, to allow plenty of time for the sunflowers to reach a good height.

RESOLVED: Committee resolved to note the verbal update on the Sunflower Competition.

EV149/22 To receive a verbal update on Local and Community History Month.

Events Coordinator advised that BAE Systems & Petuarria Revisited featured to showcase their heritage and forthcoming events. Events Coordinator shared that there has been little uptake from individuals, but positive reflection of some of Brough and Elloughton's History.

RESOLVED: The committee noted the update on Local and Community History Month.

EV150/22 To receive a verbal update on Fairy Trail event and approve any further spend for sweet cones to attendees.

Events coordinator advised most jobs are complete and ready for the upcoming Fairy Trail event. Events Coordinator advised games such as 'pin

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the wand on the fairy' and 100 sweet bags have been created for the upcoming event.

Events Coordinator requested approval to spend £150 to create additional sweet bags in time for the events.

Cllr Rowe proposed, seconded by Cllr Trotter and agreed unanimously to authorise £150 to pay for the extra sweet bags.

RESOLVED: The committee resolved to note the updates and approve payment of £150 for the extra sweet bags.

EV151/22 To receive a verbal update on Christmas Light Switch On weekend, including sponsorship package review and approve required next steps.

Events coordinator proposed the installation of an Ice rink at the Ferry Inn Pub car park for the Christmas Light Switch On weekend at the cost of £5280 for rental and travel expenses.

Events coordinator stated this would be a ticketed event to cover the costs of the Ice Rink. Events Coordinator presented sponsorship packages for social media to invite local businesses to sponsor the event. Cllr Trotter proposed, seconded by Cllr Rowe and agreed unanimously to authorise the packages to be advertised on social media.

Events Co-ordinator advised that the band is confirmed for two 30 minute slots. The hire of a drop side lorry is being investigated for the band to use as their stage and that the road closure application will be submitted soon.

RESOLVED: Committee noted verbal update on Christmas Light Switch On Weekend and approved required next steps to go ahead with Events Coordinators Ice Rink proposal.

EV152/22 To receive a verbal update on social media analysis.

Events coordinator updated that social media is going well. Town Council social media pages are getting high engagement which is similar to other local Parish and Town Councils.

RESOLVED: Committee resolved to note the information provided about social media analysis.

EV153/22 To receive verbal update on recent events survey.

Events Coordinator updated committee about recent events survey on social media. The survey showed which events the local community would be interested in the Town Council holding, this included Beer and Music Festivals and Craft Fairs.

RESOLVED: Committee resolved to note information provided about recent events survey.

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EV154/22 To consider and approve future event proposals.

Events Coordinator advised on ideas and potential dates for upcoming events to be held by Town Council in the local community in conjunction with the recent social media-based events survey.

Proposed by Cllr Rowe, seconded by Cllr Trotter, and agreed unanimously to instruct the Events Coordinator to start preliminary work and research into holding a Beer and Music Festival in 2023.

RESOLVED: Committee resolved to instruct the Events Coordinator to commence preliminary work and research into a Beer and Music Festival to be held in 2023.

EV155/22 To approve payment of Flowers to Cornet Player at Jubilee at a cost of £42.

Proposed by Cllr Rowe, seconded by Cllr Trotter and agreed unanimously to retrospectively approve Flowers for Cornet Player at a cost of £42 to as a thank you.

RESOLVED: Committee resolved to retrospectively approve the purchase of Flowers at £42 as a thank you for attending and playing at the Queens Jubilee event.

EV156/22 To note the next Events Meeting is to be held at 6.00pm on Tuesday 13th September 2022, to be held in the Meeting Room, Petuarua Community Centre, Brough.

Committee noted the time and date of the next Events Meeting and confirmed the location may alter.

RESOLVED: Committee resolved to confirm the next Events Meeting will be held on Tuesday 13th September 2022 at 6pm.

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