

Elloughton-cum-Brough Town Council

60 Welton Road, Brough, HU15 1BH

Write to: PO Box 124, Brough, HU15 1YH

Telephone: 01482 665600

Website: elloughtonbrough-tc.gov.uk



Minutes of the Events Meeting held on **Tuesday 23rd May 2023** held in the Meeting Room, Elloughton-cum-Brough Town Council Office, 60 Welton Road, Brough.

Members Present: Cllr Blee, Cllr Trotter, Cllr Rennison (Ex-officio), Cllr Bentham (Ex-officio), Cllr Parker.

Meeting Clerk: Philippa Beverley (Town Clerk)

Also in attendance: Phillipa Scullion (Events Coordinator)

Members of Public: No members of public present

MINUTES

EV217/23 Committee to elect a Chairman of the Events Committee for the May 2023 to May 2024 municipal year.

Cllr Trotter proposed, seconded by Cllr Parker and agreed unanimously to elect Cllr Blee as the Chairman for the Events Committee for the May 2023 – May 2024 municipal year.

RESOLVED: Committee resolved to elect Cllr Blee as the Chairman of the Events Committee for the May 2023 – May 2024 municipal year.

EV218/23 Committee to elect a Vice-Chairman of the Events Committee for the May 2023 to May 2024 municipal year.

Cllr Blee proposed, seconded by Cllr Rennison and agreed unanimously to elect Cllr Trotter as the Vice-Chairman of the Events Committee for May 2023 – May 2024 municipal year.

RESOLVED: Committee resolved to elect Cllr Trotter to Vice-Chairman of the Events Committee for the May 2023 – May 2024 municipal year.

EV219/23 To deliver declaration of acceptance of office – Delivery by the Chairman and Vice-Chairman of their acceptance of office forms.

Chairman and Vice-Chairman given and signed their acceptance of office forms.

RESOLVED: Chairman and Vice-Chairman of Events given and signed their acceptance of office forms.

Signed :.....

Date:

- EV220/23** **To accept apologies.**
Apologies received from Cllr Harrison.
- RESOLVED: Committee resolved to accept apologies from Cllr Harrison.**
- EV221/23** **To accept Declarations of Interest relating to items on the agenda.**
- No declarations of interest received.
- RESOLVED: No declarations of interest received.**
- EV222/23** **To confirm as a correct record the Minutes of an Events and Publicity Committee Meeting held on 14th March 2023.**
- Cllr Trotter proposed, seconded by Cllr Blee and agreed unanimously, that the minutes be accepted as a true and accurate record of the meeting held on 14th March 2023.
- RESOLVED: Committee resolved to approve the minutes as a true and accurate record for the meeting held on 14th March 2023.**
- EV223/23** **To receive verbal feedback on Great British Spring Clean 2023.**
- Events Coordinator gave update on Great British Spring Clean 2023. Staff attended along with ERYC Cllr Meredith and six members of the public and several bags collected.
- RESOLVED: Committee resolved to note verbal update on Great British Spring Clean 2023.**
- EV224/23** **To receive verbal feedback on the Easter Egg Hunt 2023.**
- Events Coordinator gave update on Easter Egg Hunt 2023, very successful event with over 500 Easter Eggs given out. Multiple lines of feedback and all extremely positive.
- RESOLVED: Committee resolved to note verbal update on Easter Egg Hunt 2023.**
- EV225/23** **To receive verbal feedback on the King’s Coronation Big Picnic.**
- Committee received verbal feedback on the Kings Coronation Big Picnic. This was a successful event with extremely large attendance.
- To fund the event and decorating the Town for the Kings Coronation the Town Council received a grant from ERYC of £500 and a donation of £500 from the Atkinsons Foundation. Committee noted this had been spent in full.
- RESOLVED: Committee resolved to note the successful attendance and event. Committee additionally noted the £500 grant from ERYC and donation of £500 from the Atkinsons Foundation and that this had been spent in full.**

Signed :.....

Date:

EV226/23 To discuss and approve final plans for Summer Treasure Hunt.

Events Coordinator provided final details for the Summer Treasure Hunt and the artwork to promote the event.

RESOLVED: Committee resolved note the final details however no resolutions in approving costs to advertise the event or prizes for event.

EV227/23 To discuss and approve any actions for Outdoor Cinema event.

Committee received verbal update from the Events Coordinator surrounding details of event. It was suggested that Councillors attend the event as marshals.

Cllr Trotter proposed, seconded by Cllr Rennison to approve the event date as 30th September 2023 and to ask people to vote for the movie to be played at the event.

Cllr Trotter proposed, seconded by Cllr Parker to approve the advertising of the event as the retro style option. Advertising could start now with a save the date.

Discussions took place regarding the sale of tickets, marshalling of the event, the cost of tickets and avenue of sale. No resolution reached and decisions to be made in next events meeting.

RESOLVED: Committee resolved to approve the retro style adverting for the events and that save the date advertising can start. Committee resolved to approve the event for the 30th September 2023 and to ask the community on the movie they would like to see.

EV228/23 To receive verbal feedback regarding the Inclusivity & Diversity Survey.

Committee received verbal feedback and visual feedback on the Inclusivity and Diversity surveys the Town Council has completed. The information collated suggests that the local community do not want to see less funds apportioned to Christmas events.

A robust conversation took place as to the overall value of the survey; however, it was agreed that the survey was completed by those who had an interest in the subject.

RESOLVED: Committee resolved to note the results of surveys and verbal feedback and visual presentation of the data.

EV229/23 To discuss and approve Musical Event for October/November 2023.

Committee discussed the possibility of a shared Musical event in October/November 2023. No resolutions were made.

RESOLVED: Committee discussed the possibility of a Musical event for October/November 2023, no resolutions made.

Signed :.....

Date:

EV230/23 To receive verbal update on provisional Winter events.

Events coordinator ran through autumn and winter events and confirmed poppies on lampposts and churches week commencing 1st November 2023.

Events coordinator gave verbal update that “Do it for East Yorkshire” grant had been applied for to support Christmas events.

RESOLVED: Committee resolved to note the verbal update on winter events.

EV231/23 To receive verbal update on Petuaria Press.

Events Coordinator presented draft edition (85) of next Petuaria Press.

RESOLVED: Committee resolved to accept draft copy of Petuaria Press.

EV232/23 To receive verbal update on Social Media stats.

Committee received verbal update on social media and advised that Facebook reach now 7766 up 27%. Instagram up 5%. Facebook has 31 new followers and Instagram 5 new followers.

RESOLVED: Committee resolved to note the verbal update on stats, however this was cut short due to overrun on meeting time.

EV233/23 To note the next Events Meeting is to be held at 6.00pm on Tuesday 11th July 2023, to be held in the Meeting Room, Town Council Office, Brough.

Committee noted the date, time and location of the next events meeting.

RESOLVED: Committee resolved to confirm the next Events Meeting will be held on Tuesday 11th July 2023 at 6pm in the Meeting Room, Town Council Offices, 60 Welton Road, Brough, HU15 1BH.

Signed :.....

Date: