

Elloughton-cum-Brough Town Council

60 Welton Road, Brough, HU15 1BH

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Minutes of the Events Meeting held on **Tuesday 8th November 2022** held in the Meeting Room, Elloughton-cum-Brough Town Council Office, 60 Welton Road, Brough.

Members Present: Cllr Trotter, Cllr Bentley, Cllr Loizides, Cllr Luckraft, Cllr Rowe and Cllr Muzaffar

Meeting Clerk: Philippa Beverley (Town Clerk)

Also in attendance: Phillipa Scullion (Events Coordinator)

Members of Public: No members of public present

MINUTES

EV172/22 To accept apologies.
No apologies received.

RESOLVED: Committee received no apologies.

EV173/22 To accept Declarations of Interest relating to items on the agenda.
No declarations of interest received.

Signature: 

Date: 10/11/23

RESOLVED: No declarations of interest received.

EV174/22 To confirm as a correct record the Minutes of an Events and Publicity meeting the Committee held on 26th September 2022.

Cllr Trotter proposed, seconded by Cllr Rowe and agreed unanimously, that the minutes be accepted as a true and accurate record of the meeting held on Monday 26th September 2022.

RESOLVED: Committee resolved to approve the minutes as a true and accurate record for the meeting held on Monday 26th September 2022.

EV175/22 To receive verbal feedback and review on Scared-crow trail.

Committee received a verbal update from the Events Coordinator who advised that the event had 21 entries, so not as well attended as previous years. 234 votes were received so well attended on the weekend. Committee will review next year as to whether this event continues next year and what changes need to be made.

RESOLVED: Committee received a detailed verbal update on the Scared Crow Festival.

EV176/22 To receive verbal update on Remembrance Day.
Events Coordinator gave an update on Remembrance Day and itinerary planned by Rev. Fryer. Councillors to attend and Chairman to lay a wreath on behalf of the Town Council. Poppies are on lampposts around the Town and large poppies are once again installed at the Churches.

RESOLVED: Committee received a verbal update on Remembrance Day plans and decorations.

EV177/22 To receive verbal update on Christmas Card Competition.

Events Coordinator gave a verbal update on Christmas card competition and its advertising. Children up to age of 16 are invited to design a Christmas

Signature: _____



Date: _____



card and the winner will have their card turned into the Town Councils Christmas Card and also switch on the Christmas Lights.

RESOLVED: The committee received a verbal update on the Christmas card competition.

EV178/22 To note “Do it for East Yorkshire Community Grant 2022” application successful and awarded £5000 grant for the Ice Rink and Christmas Light Switch On.

Council noted that a grant of £5,000 from “Do it for East Yorkshire Community Grant 2022” to hire an ice rink for the Christmas light switch on weekend had been successfully awarded. The Town Council would now be able to issue free tickets to this event to residents of Elloughton-cum-Brough. Cllr Bentley and Cllr Trotter asked that the minutes record a “well done and thank you to Town Council staff for the successful grant application”.

RESOLVED: The committee noted the successful award of a £5,000 grant from “Do it for Yorkshire Community Grant 2022” to hire an ice rink on the Christmas light switch on weekend and provide free skating to residents of Elloughton-cum-Brough. It was asked that the minutes record a “well done and thank you” to Town Council staff.

EV179/22 To receive verbal update on Christmas Lights Switch On and Ice Rink.

Committee received a verbal update, on Ice Rink and Christmas Light Switch On and Ice Rink.

RESOLVED: Committee received a verbal update on Christmas Light Switch On and Ice Rink.

EV180/22 To discuss and approve any final steps and purchases required for the Christmas Light Switch On.

Committee presented with some final items required for the event.

Proposed by Cllr Rowe, seconded by Cllr Bentley and agreed unanimously to purchase 4 advertising banners for around the Town at a cost of £100.

Signature: _____

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Proposed by Cllr M Loizides, seconded by Cllr Bentley and agreed unanimously to agree a maximum budget of £500 for gifts from Father Christmas.

Proposed by Cllr Bentley, seconded by Cllr M Loizides and agreed unanimously to purchase four clip on lights for stalls and banners on night of switch on, at a cost of £10 each, £40 total.

Proposed by Cllr Bentley, seconded by Cllr M Loizides and agreed unanimously to hire steps to the lorry (stage), safe and secure for both the band and school choirs at a cost of £50.

Proposed by Cllr Bentley, seconded by Cllr M Loizides and agreed unanimously to purchase 2 road closure signs at a cost of £60.

Proposed by Cllr M Loizides, seconded by Cllr Rowe and agreed unanimously to pay the £161 road closure fee to the East Riding of Yorkshire Council.

RESOLVED: Committee resolved to purchase 4 advertising banners for around the Town at a cost of £100.

Committee resolved to agree a maximum budget of £500 for gifts from Father Christmas.

Committee resolved to purchase four clip on lights for stalls and banners on night of switch on, at a cost of £10 each, £40 total.

Committee resolved to hire steps to the lorry (stage), safe and secure for both the band and school choirs at a cost of £50.

Committee resolved to purchase 2 road closure signs at a cost of £60.

Committee resolved to pay the £161 road closure fee to the East Riding of Yorkshire Council.

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EV181/22 To receive verbal update on Social Media stats.

Committee received a verbal update on social media stats from Events Coordinator who advised that Facebook members had increased week on week with a large increase due to the Ice Rink tickets. Also mailing list had increased from 420 to 728 subscribers. All positive and moving in the right direction thanks to increased activity and useful posts.

RESOLVED: Committee received a verbal update on positive growth of Social media stats.

EV182/22 To discuss and approve details relating to December 2022 edition of Petuaria Press.

Events Coordinator gave update on next addition and detailed this would be a festive addition, giving a review and article on all Christmas events from the Town Council and the Scared Crow weekend. Other articles would focus around the locations and timings of Warm Space events.

Cllr Trotter proposed, seconded by Cllr M Loizides and agreed unanimously to agree a budget of £300 for the physical printing of the December 2022 edition of Petuaria Press.

RESOLVED: Committee received a verbal update on the proposed content of the Petuaria Press December 2022 edition and also approved a budget of £300 for the physical printing of this edition.

EV183/22 To discuss a request to consider future events.

Committee discussed at the request of another Councillor outside of the Committee (as they had received an email from a member of public) whether the Council was hosting events that the Community wanted.

It was agreed by members of the Committee that the events were in line with the feedback resolved in the Community Consultation completed in 2021. All events today have been very well received by the Community and are inclusive across a wide range of the local population. As always the Council will review its plans for next year and keep in mind all feedback.

Committee also discussed warm spaces for the Community given the current economic and energy crisis. At this time it was decided that there were a number of warm spaces been offered around the community and at this stage

Signature: _____



Date: _____

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the Town Council should not add an additional. However should the need arise or other groups require assistance to continue then the Council would review this.

RESOLVED: Committee discussed future events with feedback in mind and agreed to consider all feedback when planning next year's events. It was also agreed at this stage there is no requirement for the Town Council to provide an additional warm space event as there are a number already been hosted around the Town, however they will continually monitor and take action when required.

EV184/22 To note the next Events Meeting is to be held at 6.00pm on Tuesday 10th January 2023, to be held in the Meeting Room, Town Council Offices, 60 Welton Road, Brough, HU15 1BH.

Committee noted the time, date and location of the next Events Meeting.

RESOLVED: Committee resolved to confirm the next Events Meeting will be held on Tuesday 10th January 2023 at 6pm in the Meeting Room, Town Council Offices, 60 Welton Road, Brough, HU15 1BH.

Signature: _____



Date: _____

10/1/23