

Elloughton cum Brough Town Council

60 Welton Road, Brough, HU15 1BH

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Minutes of the **Events and Publicity Committee** meeting held on **14 January 2020** in the **Committee Room, Town Council offices, 60 Welton Road, Brough.**

Committee Members Present: Cllr Brogden (Vice Chairman), Cllr Credland, Cllr Rowe, Cllr Loizides, Cllr Muzaffar

Meeting Clerk: Philippa Beverley, Acting Town Clerk

Minutes

Minute	Item
EP31/1920	<p>Apologies</p> <p>The following apologies were received.</p> <ul style="list-style-type: none"> - Cllr Bentley <p>RESOLVED: Committee resolved to note the apologies and accept the reasons given for absence.</p>
	<u>Procedural items</u>
EP32/1920	<p>Declarations of interest</p> <p>No declarations of interest in accordance with the requirements of the Localism Act 2011 were made.</p>
EP33/1920	<p>Minutes of the meeting held on 12 November 2019</p> <p>Cllr Rowe proposed, seconded by Cllr Brogden, that the minutes be accepted as a true and accurate record of the meeting.</p> <p>RESOLVED: Committee resolved to approve the minutes as a true and accurate record.</p>
	<u>Business items</u>
EP34/1920	<p>Christmas Tree Festival</p> <p>Committee received an update on the Christmas Tree Festival of December 2019. It was discussed that the Cllr Loizides would like to</p>

	<p>look into food stalls for outside the event in 2020. Cllr Credland will look at obtaining radio coverage for the event in 2020.</p> <p>Committee noted that they would like the event to be held in the first weekend of December 2020.</p> <p>RESOLVED: Committee noted the success and possible improvements for the Christmas Tree Festival 2020. Committee confirmed the event to be held first weekend in December 2020.</p>
EP35/1920	<p>Art Exhibition – 17th – 19th April</p> <p>Committee discussed the receiving of Art work and confirmed they would like to arrange for people to drop art work at the Petuaria Centre on Wednesday 15th April between 10am -12.30pm and Thursday 16th April between 5pm – 7pm. To allow for better overall organisation of the hanging and production of programme.</p> <p>Music for the event was discussed, Acting Town Clerk advised to enquire on harpist/piano availability.</p> <p>Proprietors of “Grubb”, delicatessen in Brough attended the meeting to be briefed on requirements for the civic event taking place on 17th April 2020 and have been asked to produce a quote for around 70-100 people.</p> <p>Committee discussed the requirements for volunteer assistance over the duration of the event, a rota will be produced by Town Council staff and distributed to Councillors for their availability.</p> <p>RESOLVED: Committee resolved to confirm art drop off times. Committee instructed Acting Town Clerk to enquire cost and availability of harpist/piano player for the Civic event. Proprietors of “Grubb” asked to provide a quote for between 70-100 attendees for the Civic event.</p>
EP36/1920	<p>VE Day – 9th May</p> <p>Proposed by Cllr Brogden, seconded by Cllr Loizides that council would like to book “The Gin Slingers” for the evening of 9th May 2020.</p> <p>Committee discussed they would like to apply for TEN to have a temporary licence to supply alcohol. Acting Town Clerk asked to secure this.</p> <p>Committee discussed contacting local bar service providers to obtain availability and cost for the event.</p> <p>Committee instructed Acting Town Clerk to work out how many can attend the event and work out ticket cost.</p>

	<p>Committee instructed Acting Town Clerk to design “Save the Date” posters to be distributed around the village within the next week.</p> <p>RESOLVED: Committee instructed Acting Town Clerk to confirm “The Gin Slingers” for the 9th May, arrange a TEN’s and obtain details on mobile bar providers. Acting Town Clerk to work out numbers for the event and cost of tickets.</p>
EP37/1920	<p>Petuarria Press Proposed by Cllr Rowe, seconded by Cllr Brogden to continue using the online printer for PP as happy with everything.</p> <p>RESOLVED: Committee resolved that they would like to continue using the online service as happy with it so far.</p>
	<u>Next meeting</u>
EP38/1920	<p>Date and time of the next meeting Committee confirmed the date and time of the next meeting to be Tuesday 10th March 2020, 6pm, in the Committee Room, Town Council Offices, 60 Welton Road, Brough.</p>

Meeting started 6pm and closed 6:59pm

Document published on 20 Jan 2019

Signed:

Print Name:

Print Position:

Date: