

# Knutsford Town Council

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## Minutes

*of the*

### Events and Town Centre Management Committee meeting held 10<sup>th</sup> December 2018

*In the Lower Council Chamber of the Town Council Offices*

**E18/052 Present**

Cllrs Malloy, Coan, Beswick, Farber, Power, Hutchence and Wells-Bradshaw

In attendance: L Benskin (*Deputy Town Clerk*) and Cllr Gardiner

**E18/053 To receive apologies for absence**

Apologies were received from Cllr Mrs Wells-Bradshaw (personal business)

**E18/054 To note declarations of members' interests**

Cllr Wells-Bradshaw declared a pecuniary interest in the spirit of openness and transparency on the grounds of being employed by Event Buddha, the council's main events contractor. Cllr Power declared a non-pecuniary interest as a member of St Vincent's Church and a Catenian with respect to the Crib service.

Cllr Farber declared a non-pecuniary interest as being known to Event Buddha and Niche who were involved in the Christmas Events.

**E18/055 Public Participation**

No members of the Public wished to speak

**E18/056 To receive and confirm the minutes of the meeting held on 1<sup>st</sup> October 2018**

It was **RESOLVED** to confirm the minutes.

**E18/057 To consider the committee budget and spending to date**

The budget and spend to date were discussed and noted.

**E18/058 To consider amendments made to the committee budget**

Members reviewed the changes to the Committee budget recommended to Full Council by the Finance Committee and **RESOLVED** to propose the following amendments to those proposed changes:

**401/4256 Christmas Events/Lantern Parade**

This budget line be removed for 2019 and considered for reinstatement in 2020.

**401/1999 Christmas Events/Misc Income**

Increase the amount of income to be raised from £750 to £1000 by the reinstatement of a fairground or similar during the Christmas Weekend.

**402/1200 Christmas Events/Market Income**

Increase budget income from £17,950 to £18,900 by raising the stall fees for both single days and full weekends for all stall types by £10.

**440/4255 Music Festival/Event Costs**

Reinstate the budget expenditure to £5,800 using the budget previously allocated to the Lantern Parade.

**440/1320 Music Festival/Sales**

Reduce the budget income from £7000 to £6000, noting this remains an increase on the 2018 budget income of £900.

**E18/059 To receive a report from the Town Centre Manager**

The contents of the report were noted. Cllr Gardiner requested that it be ensured that any detritus placed on the trees as part of the Event was removed rather than left as it was this year.

**E18/060 To discuss ideas and opportunities for promoting events**

Members **RESOLVED** to request approval from Full Council to hold a stall at the Makers Market on no more than three occasions during the year to promote Town Council events and to suggest the use of signage at or close to the Tatton Park Knutsford Gate and boards at the Makers Market to promote events taking place within the Town.

**E18/061 To review the WWI Commemorations**

Members noted the success of the events and were pleased that the dedication service for the Centennial War Memorial and Remembrance Sunday were so well attended. Members thanked Mrs Sylvia Chaplain for her valuable work in connection with the commemorations and the Remembrance Discovery Trail. Members also wished to record their thanks to Knutsford for their hard work with the poppy displays throughout the Town.

**E18/062 To provide feedback on the Pumpkin Path and Christmas Events**

Members noted that the Pumpkin Path was very well attended but that the locations of any performance pieces during the event should be located to avoid bottlenecks. It was also suggested that a briefing be prepared for businesses in advance of the event to make them aware of the number of likely visitors, volume of sweets likely to be needed and resulting cost involved

Members noted that the Park and Ride scheme was well used during the Christmas weekend and indicated a wish to replicate the same in 2019. It was highlighted that signage referring to the Park & Ride with the Town Centre car parks and generally would be a worthwhile addition. Members indicated that consideration should be given to whether a location could be found for a similar service in the North/West side of the Town.

Members wished to record their thanks to the Officers for their hard work in organising and running the Christmas events.

**E18/063 To consider matters related to the 2019 Town Awards**

Members noted the arrangements for the event.

**E18/064 To consider matters related to the 2019 Knutsford Music Festival**

Members **RESOLVED** to approve the outline plan for the event as indicated in report

E1821. Members requested that a brass band performance on the Moor be considered in addition to the plan provided.

**E18/065 Member questions to the Clerk**

None

**E18/066 To consider the actions log**

The action log was reviewed and updated where necessary. Members requested that a further attempt for the sale of the old Christmas lights take place in the New Year before they were placed on Ebay.

**E18/067 To note the date of the next meeting (04/02/2019)**

The date was noted.

FINAL