



Sleaford Town Council
Culture, Events and Markets Panel
Notes and Report of Meeting – 12th July 2017
10.30am to 12.00pm

Panel members present:

Councillor Anthony Brand
Councillor Stephanie Dale
Councillor Heather Lorimer
Councillor Francesca Richards
Councillor Adrian Snookes

Meeting and Panel supported by the Office Manager

Apologies for absence, with acceptable reasons, were received from Councillors Jan Mathieson and John Charlesworth.

1. Lead Introduction

Councillor Anthony Brand welcomed everyone to the meeting and informed the Panel that he would be making an audio recording of the meeting (which can be found on the website under <http://www.sleaford.gov.uk/audio/CEM%2012July17.mp3>)

2. Welcome new members of the Panel

Councillor Anthony Brand welcomed new Panel members Councillor Stephanie Dale and Francesca Richards.

3. Election of Lead for the Panel as required by Council Resolution

All agreed that Councillor Anthony Brand would continue as the Panel Lead.

4. Agree Notes and Report from the Meeting held on 14th June 2017

The Panel noted that the report had already been to Full Council. All agreed on the notes.

5. Update on the history of Sleaford's Markets

Councillor Anthony Brand updated the Panel on the findings and Councillor Adrian Snookes spoke about how the traders feel and their ideas. The Panel agreed that Market traders be invited to a future Market meeting with NKDC. Councillor Stephanie Dale to look into the revisitation of Youth Markets – this to be brought forward to the next meeting.

Recommendation – the Clerk to arrange a Market meeting with NKDC.

6. Potential new events

The Panel discussed ideas for future events, including a summer event for 2018, antique fairs and auctions in the Town Hall and a St Denys' Day Harvest Market.

7. Town Hall – events and marketing including advertising;

The Office Manager explained and ran through the Town Hall room bookings diary from March to December 2017. The Panel were pleased to see that there are regular bookings being made. The list of lettings to be sent to Full Council, along with the notes from the Panel meeting.

Councillors Francesca Richards and Stephanie Dale volunteered to liaise with 'Your Local Lincs' publication for advertising and inserts.

8. Skate Park – date of event

It was confirmed that the official opening of the Skate Park will take place on Saturday 12th August 2017, with the event starting at 11am, the opening by the Mayor at 12 noon and close down at 4pm. Residents to be invited to bring a picnic and stall holders to have a free pitch. Advertising to take place through FB, website, Sleaford Standard and Sleaford Target, plus posters displayed around the town. Councillor Stephanie Dale to liaise with BBC Lincs on radio coverage.

9. Establishing a Timeline for the Plan of Action

An action log and progress of plans were received. It was agreed that the important timelines to be established are for the regular events such as the Christmas Market and the St George's Day Market.

10. Agree move into closed session;

Christmas Market

The audio recording of the meeting was stopped.

Councillor Francesca Richards confirmed that she will take the Lead with the Christmas Market, but asked that all Councillors on the Panel to give joint input.

The Clerk be asked to write to Mr Marshall about road closures.

Councillors Adrian Snookes, Stephanie Dale and Francesca Richards to organise the entertainment.

It was confirmed that the first aid cover has been booked and paid for.

The yellow signs to be looked at, cleaned and new letters and numbered ordered, once Councillors confirm what is needed.

Recommendation - the Clerk to liaise with Aurora to confirm their attendance at the Christmas Market.

Date of Next Meeting: Wednesday 9th August at 10.30am.