



Sleaford Town Council
Culture, Events and Markets Panel
Notes and Report of Meeting – 17th September 2018
10.30am to 11.55am

Panel members present:

Councillor Linda Edwards-Shea
Councillor Jan Mathieson
Councillor Francesca Richards (Panel Lead)
Councillor Adrian Snookes
Councillor David Suiter

Non panel members present:

Councillor Grenville Jackson

Meeting and Panel supported by the Clerk of the Council

1. Apologies for Absence

Apologies for absence were received from Councillor Ken Fernandes.

2. Report from the meeting held on 29th August 2018

The report was noted and an informal meeting was arranged with Councillors and the Office Manager to discuss the Civic Insignia on Monday 1st October at 11.40am.

3. 'Try Something New' Event – Saturday 15th September

Councillors Richards and Mathieson updated the Panel on the event, which was the first time it had been run. It was reported that although the footfall was slow at times, the groups attending the event were happy and have asked for another one to run in April 2019. Advertising had been wide, including social media, websites, posters, newspapers and the radio. All agreed that the Town Hall looked excellent with the layout and displays on the day. Councillor Suiter informed the Panel that he was very impressed by the organisation of the event. The Panel thanked the three members of the Administration Team for setting out the three rooms due to exceptional circumstances and with the lift being out of order, but all agreed that this must not occur again. Discussion followed about holding the same event in 2019 and to use the outside space by the Town Hall, hire the NK climbing wall and book the Morris Dancers and a School Choir.

Councillor Jackson informed the Panel that he was very impressed with the layout and displays on the day. He explained to the Panel that he had held an Environment Awareness event at the beginning of the week, which went well.

Councillor Jackson left the meeting at 11.0.am.

Discussions returned to the setting out of the Town Hall rooms for events. Currently, the Services Team set up the rooms for bookings, which takes them off their daily duties. Weekend bookings have had to be turned down and some evening bookings have also had to be turned down, due to there being no Caretaker.

Recommendation: that the HR Panel consider the option of employing a Caretaker.

Recommendation: that the Council consider replacing the Town Hall furniture. If this is agreed, the cost to be looked into.

4. Outdoor Cinema Event – Saturday 29th September

Councillor Richards informed the Panel that a meeting had been held with the cinema provider, to set the final plans for the event. The Skate Park will be closed from 6pm on the evening so there is no noise from users. The cinema provider will be at the Recreation Ground from 3pm on the day to set up, the Services Team will be there from 5.30pm and the security team from 6pm. Councillor Richards reminded the Panel that all Councillors must purchase tickets if they wish to watch the film.

Councillor Suiter said that he was very positive about the event and that it had been well organised. If it runs well, he hopes that the Council can hold another similar event in 2019.

Digital Creations were thanked by the Panel for offering their flyer printing services and for making the outdoor cinema banner, which was erected at the Recreation Ground. The Office Manager was thanked for the outdoor cinema poster designs and all the designs for other events.

5. Macmillan Coffee Morning and Lincolnshire Day Event – Monday 1st October

Several of the Panel indicated that they would be attending and helping at this event. Councillor Mathieson offered to bring cakes and biscuits. Councillor Richards offered to bring savoury food and to approach local Bakers to ask if they would be willing to donate food. The Panel asked that all of the Town Hall rooms be available on the morning, so that anyone attending can view them.

6. Town Crier Competition

The Office Manager informed the Panel that the Town Crier had recently come forward with an idea to hold a Town Crier Competition in Sleaford. The Clerk and the Office Manager have met with the Town Crier to hear all about his ideas and it was decided to forward them to the Culture Panel.

The Panel discussed this idea and felt that it would be an excellent event to hold in Sleaford. The date of Saturday 8th June 2019 was put forward. The Town Criers that would attend the event, with their Consorts, would be invited to the Town Hall on the morning of the event for teas and coffees. The Mayor of Sleaford and all Town Councillors would also be invited. The Town Crier Competition would then take place in the Market Place, with a panel of judges, one of whom would be the Mayor. After the Competition, the Town Criers, their Consorts, the Mayor and Town Councillors would have lunch, possibly a buffet at the Town Hall, or in a business within the Town. This event would be widely advertised and should attract a good number of competitors and spectators. The Clerk has put forward a maximum budget line of £1,000 for the event, which would include bottles of water for the competitors, teas and coffees and a buffet. It is anticipated that the event will not warrant the full budget.

Recommendation: that the Council agree to holding a Town Crier Competition on 8th June 2019 and a budget line of £1,000 be identified for the event.

7. Correspondence

No Correspondence had been received.

8. Future Events

Councillor Mathieson confirmed that the Sleaford Ukulele Orchestra will be able to perform at 9.30am at the St Denys' Day Market on Saturday 13th October. They will require chairs and will perform under the STC green gazebo. The Office Manager confirmed that the Morris Dancers were also booked for the day.

The Panel put forward the following extra event ideas for 2019: World Autism Week (April 2019), 1940s Day, Steam Punk Day, Music in the Precinct. More events will be put forward and discussed at future meetings.

It was requested that the Clerk set up a Market meeting between STC and NKDC.

9. Date and time of next meeting

The next meeting will take place on Wednesday 17th October 2018, in the Town Hall, at 10.30am.

The meeting finished at 11.55am.