



Sleaford Town Council
Culture, Events and Markets Panel
Notes and Report of Meeting – 18th April 2018
10.30pm to 12.10pm

Panel members present:

Councillor John Charlesworth
Councillor Stephanie Dale
Councillor Ken Fernandes
Councillor Jan Mathieson
Councillor Francesca Richards
Councillor Adrian Snookes

Meeting and Panel supported by the Office Manager

1. Apologies for Absence

An apology had been received from Councillor Lorimer, with an acceptable reason.

2. Report from the previous meeting held on 4th April 2018

The report was noted.

3. Armed Forces Day Event

The Panel noted the Armed Forces Day event report from NKDC and Councillor Fernandes gave an update on NKDC's plans.

Councillor Richards informed the Panel that she and Councillor Fernandes were looking at 5m flag pole installation quotations.

4. Celebration of 100 Years of the Women's Vote

This event is in hand and will be held at the Town Hall on Friday 8th June at 6.00pm.

Councillor Mathieson informed the Panel that she would contact Sleaford Little Theatre to ask to borrow some ladies costumes for the exhibition.

5. Outdoor Cinema Event

The Panel discussed holding the Outdoor Cinema event, due to another local organisation now holding a similar event on 31st August.

Councillor Dale left the meeting at 11.10am.

The Panel agreed that the Town Council's event be moved from 1st September to 22nd September. The quotation received for first aid and security to be accepted and one first aider and three security staff be requested, from 6.00pm to 10.30pm.

The Panel discussed also holding a light show at the event. Councillor Snookes to look into costs for this.

6. Proposal for Light Night Event

The Panel discussed holding a Light Night event in Sleaford during January or February 2019, to brighten up the Winter months.

Councillor Dale returned to the meeting at 11.35am and the Panel updated her on what had been discussed.

The Office Manager was asked to contact Arts NK for any 'Night Light' event information, pricing etc.

7. Specialised Markets

Councillor Richards suggested to the Panel that she and Councillor Snookes could meet with a Market expert from a Market organisation, in order to gauge how to attract more traders.

Councillor Snookes informed the Panel that a local company has offered to print banners and promotional leaflets for the Market, free of charge. This offer was gratefully received and Councillor Snookes was asked to inform the company of the acceptance of the offer.

Councillor Mathieson suggested that schools be informed when a special Market is going to take place, as it will bring families to the Market and will help increase footfall.

Councillor Mathieson left the meeting at 11.55am and returned at 12 noon.

8. St George's Day Market

The Office Manager informed the Panel that there had been a great response from stall holders this year and all the available pitches had been booked. The Morris Dancers, William Alvey pupils and Mr Clark are all booked to entertain on the day and the Mayor, Town Crier and Reverend Knight will officially open the Market at 9.00am. The advertising of the event had gone well, with new signs erected at all the town entrances and also in the centre of town. The information was on the Town Council website for members of the public to read and use and it had also had been advertised on the Lincs FM website, an events website, in the local papers and widely and frequently on Facebook.

Councillor Snookes gave his thanks for the work that had gone into preparing for the Market.

9. Date and time of next meeting

The next meeting will take place on Wednesday 2nd May 2018, in the Town Hall at 1.00pm.

The meeting finished at 12.10pm.