

## EVENTS SUB-COMMITTEE

WEDNESDAY 1<sup>ST</sup> FEBRUARY 2023

Minutes of the meeting of the **EVENTS SUB-COMMITTEE** held in the Council Chamber, Council Offices, School Aycliffe Lane, Newton Aycliffe, on **WEDNESDAY 1<sup>ST</sup> FEBRUARY 2023** at **6.00pm**.

### PRESENT:

**Councillor Phillip Hawkins (Chairman)** and Councillors:  
Tony Armstrong, Neil Collinson, Mrs Sandra Haigh, Jed Hillary, Wendy Hillary, Joanne Jones, Neville Jones, Anne Woodward and John Woodward

### OFFICERS:

Mr D. Austin (Town Clerk)  
Mrs T Woodhead (Finance Manager)  
Miss A. Donald (Corporate and Policy Officer)  
Mrs J. Thexton (Head of Leisure and Events)

### IN ATTENDANCE:

Councillors Arun M. Chandran, Ian Gray and Brian Haigh and one member of the public.

### 10. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Martin Ashcroft, Bob Fleming and Carl Robinson.

### 11. MEMBERS' DISPENSATION

No requests for dispensations had been received.

### 12. DECLARATIONS OF INTEREST

There were no declarations of interest.

### 13. PUBLIC QUESTIONS

There were no questions from members of the public.

### 14. MINUTES

It was proposed by Councillor Jed Hillary, seconded by Councillor Neville Jones, and

**RESOLVED** – that the minutes of the meeting of the Events Sub-Committee, held on the 5<sup>th</sup> October 2022, be confirmed as a correct record, and signed by the Chairman, subject to the addition that officers were asked to investigate alternative venues at different times of the year as part of the Senior Citizens' Excursions programme.

## 15. COUNCIL EVENTS UPDATE

The Head of Leisure and Events submitted a report updating members on the planning of the Council's community events programme for 2023/24.

It was reported that all events in the previous year had been very well received and attended by the public.

Councillor Tony Armstrong asked that if the Skate Fest was not to go ahead, then consideration should still be given to something for older children. It was confirmed that one of the Fun in the Parks events would be targeted for an older age range.

The Santa Tours were discussed, with members agreeing that the event continue to be confined to the parish of Great Aycliffe, but that knowledge and experience could be shared with neighbouring parishes with planning a similar event if requested.

Members discussed the possible combining of an event to commemorate the Coronation of King Charles III with a celebration of the 75<sup>th</sup> birthday of Newton Aycliffe but it was felt that these were unique occasions and should be marked separately. There was a request from Buckingham Palace for communities to light up local landmarks and Councillor Jed Hillary suggested that the Blue Bridge would be a good choice for this. It was agreed that officers would contact Durham County Council regarding this possibility.

Councillor Jed Hillary asked if there would be sufficient time for the Heritage Lottery bid to be submitted and confirmed in time for the celebrations. It was advised that the bid would seek funding for the commemorative aspects of the 75<sup>th</sup> Anniversary, which would be taking place later in the year, allowing enough time for the bid to be considered.

Councillor Wendy Hillary suggested that the Mayor could plant a commemorative tree for the 75<sup>th</sup> Anniversary.

It was confirmed that other events during the year, such as Ayclife and the annual Fireworks Display would carry a 75<sup>th</sup> Anniversary theme.

There were no other suggestions for commemorative events or activities relating to the 75<sup>th</sup> Anniversary.

After consideration and discussion surrounding each event, the following actions were agreed.

### **RESOLVED** – that it be recommended that:

- i) The report be received.
- ii) Standing Orders be waived to allow officers to progress with the organisation of events and booking of services without the need to wait for the Events Sub-Committee minutes to be ratified by the Recreation Committee and Full Council.
- iii) A total of £5,000 to be carried forward from the 2022/23 Events Budget saving to support the 2023/24 Large Community Events Budget, subject to the projected financial position improving and an overall saving being made on the 2023/24 Revenue Budget.
- iv) The following event-specific actions be agreed:

## **Senior Citizens' Excursions**

- £15 cash per person to be allocated on a trial basis on the Keswick excursion, in place of a set meal.
- The Keswick excursion to be run without a courier on a trial basis, with the exception of the wheelchair accessible coach.
- £15 cash per person to be allocated on a trial basis on the Whitby excursion.
- No singer to be added to the Little Haven Hotel venue for the South Shields excursion.
- The Crown to be booked at £17.50 per head for the Harrogate Excursion.
- The excursion to Beamish Museum to be arranged to include lunch.
- The tender for the coaches to be awarded to Company 1, which had submitted the lowest quotation.

## **Fun in the Parks**

- Neither masks nor tattoos to be offered at the events.

## **Skate Fest**

- This event is not pursued for the coming year but considered in due course for 2024.

## **Big Brass Bash**

- It be confirmed that the Council wishes to pursue a Brass Bash event in 2023.

## **Coronation of King Charles III**

- A community picnic event to celebrate the coronation of King Charles III to be held on Sunday 7<sup>th</sup> May in the Town Park at a maximum budget cost of £2,500.
- Three multi-coloured floodlights to be purchased and installed at the Council Offices, to be funded from the office building maintenance budget.
- Durham County Council to be approached regarding the possibility of illuminating the Blue Bridge for the Coronation celebrations.

## **75<sup>th</sup> Anniversary**

- A 75<sup>th</sup> Anniversary event to be held in the Town Park on Sunday 2<sup>nd</sup> July 2023, with fairground rides, inflatables and other attractions for children, plus catering vans, stalls and gazebos showcasing local community organisations and charities, local entertainers, brass bands and dance schools featuring music and performances from the last 75 years at a maximum budget cost of £7,500.

- Officers make some amendments to logo design 1 in line with member comments, and also use design 3 as a banner as branding for Aycliffe 75.
- The content of draft letters to local businesses requesting sponsorship and funding, and to community groups asking them to get involved in planning their own events and projects and linking in with the anniversary celebrations be agreed.
- The draft National Lottery Heritage Fund bid, which would provide, at no cost to the Council, funding for memory boards for the exhibition, time capsules, memory books, commemorative pens and the planting of a small copse of oak trees, be agreed and submitted in due course.

## **16. EXTERNAL EVENT APPLICATION – GO WELL SCHOOLS EVENT**

The Head of Leisure and Events submitted a report for members to consider allowing two events organised by 'Go Well' to take place on Great Aycliffe Town Council Land in 2023.

Following a discussion, it was

**RESOLVED** – that it be recommended that:

- i) The information provided in the report be received.
- ii) An application to hold the Tri-Golf Festival on 17<sup>th</sup> May 2023 at the playing fields to the rear of Oak Leaf Sports Complex, subject to the submission of a satisfactory event application form, risk assessments and insurance certificate be agreed.
- iii) An application to hold the national 'Biggest Ever Girl's Football Event' at the playing fields around the running track area on 8<sup>th</sup> March 2023, subject to submission of a satisfactory event application form, risk assessments and insurance certificate be agreed.
- iv) Officers be permitted to advise Go Well of permission to proceed, without waiting for this to be ratified at Recreation Committee and Full Council, to allow Go Well time to organise the events.

## **17. EXTERNAL EVENTS APPLICATIONS**

The Head of Leisure and Events submitted a report requesting members' consideration of two applications from external organisations for the use of Council land for events they were organising.

### **a) Aycliffe and District Bus Preservation Society – Vintage Bus Rally**

An application had been received from the Chairman of Aycliffe and District Bus Preservation Society (ADBPS) to hold a Vintage Bus Rally in the former lorry park on Saturday 19<sup>th</sup> August 2023.

### **b) Northeast Emergency Vehicle Society - Vintage Fire Engine and Car Show**

An application had been received from the Northeast Emergency Vehicle Society (NEEVS) regarding holding a family static vehicle show, in the Council's Town Park on the 22<sup>nd</sup> July 2023.

Following a discussion, it was

**RESOLVED** – that it be recommended that:

- i) The report be received.
- ii) Permission be granted for the Aycliffe and District Bus Preservation Society to use the former lorry park for the vintage bus event on 19<sup>th</sup> August 2023, subject to Officers receiving all the relevant paperwork.
- iii) The Council Offices be open for the duration of the vintage bus event, with officers in attendance for community engagement and to form part of the 75<sup>th</sup> Anniversary historical exhibition.
- iv) Permission be granted for Northeast Emergency Vehicle Society to use the Town Park for a static vintage fire engine and car show on 22<sup>nd</sup> July, subject to officers receiving all the relevant paperwork.
- v) Standing Orders be waived to allow officers to immediately advise ADBPS and NEEVS of the Events Sub-Committee's decision to enable arrangements for the events to be finalised and promoted, without the need to wait for the Events Sub-Committee minutes to be ratified by Recreation Committee and Full Council.

**Chairman**