

## **LEEK TOWN COUNCIL**

### **Minutes of the Events Committee Meeting held Tuesday 10<sup>th</sup> October 2023 at 7.00pm at Leek Town Council Office**

#### **Present:**

**Chairman: Cllr. Keith Hoptroff, Cllr. Derek Hilyer, Cllr. Sue Webster, Cllr. Dee Young, Gary Dunn, Anthony Beetham, Phil Edmeades, Rachel Rhodes**

Minutes recorded by Admin Assistant Victoria Johnson

**1. Apologies: Cllr. Matt Swindlehurst, Cllr. Barry Birch, Cllr. Kate Nicholls, Cllr. Paul Powner, Denise Wheat (Town Clerk), Sarah Bird, Sarah Hayden, Terry Potts, Debbie Potts, Amanda Rowley**

#### **2. Minutes:**

The minor amendments circulated were referred to then the minutes of the meeting held on 12<sup>th</sup> September 2023 were received as a correct record.

#### **3. Matters Arising:**

It was agreed to address any Matters Arising as the meeting progressed.

#### **4. Lego Day - 1<sup>st</sup> October 2023**

- a) It was agreed that overall this event was a success, the people in attendance enjoyed it but the bad weather probably led to less people attending than anticipated.
- b) One person volunteered to help if we hold another Lego Day and suggested building a ramp for Lego cars to race down.

#### **5. Halloween Event – 31<sup>st</sup> October 2023**

- a) The event will be called Trunk or Treat and will take place from 7pm-9pm between The Priory, Haregate Community Centre and the Hare and Gate.
- b) Car boots will have treats in them, there will be mythical creatures on stilts and uplighting and projections.
- c) Art Space have been commissioned to run a 3 hour craft work shop, treasure hunt and party games for children and adults.
- d) Haregate Action Group will be hosting a bingo game.

#### **6. Remembrance Day - 12<sup>th</sup> October 2023**

- a) The Lengthsman has done a considerable amount of work at Leekbrook War Memorial to make it cleaner and tidier.
- b) An LTC Councillor will be in attendance at Leekbrook.
- c) The Twinning Committee Chair is to confirm numbers, arrangements and accommodation for the guests from ESTE.

- d) A H Brookes have produced the hymn sheets for the service at the NWM for a number of years but this will be the last year they do this. LTC have had additional copies of the hymn sheets printed for this year. A new sponsor needs to be found for Remembrance 2024.

#### **7. Christmas Lights – 17<sup>th</sup> November 2023**

- a) There will be 20 stalls in total (10 in the Market Place and 10 in Derby Street)
- b) Moorlands Radio need confirmation as to their location. They require a 16 amp supply, to be confirmed with Protech.
- c) The live build up will take place from 1pm-4pm with music thereafter. The light switch on will take place live on air potentially in the Market Square and Sparrow Park (one with a dummy switch).

#### **8. Open Doors Advent Calendar - 1<sup>st</sup>-24<sup>th</sup> December 2023**

- a) There are going to be 24 doors across Leek, each with an activity taking place behind the door.
- b) Moorlands Radio will air the clues and their will be hints on social media each day then between 4pm-7pm the activities will take place behind the door for that day.
- c) On 20<sup>th</sup> December the door will be at the NWM which can accommodate 6-8 people at a time.

#### **9. Twilight Market – 8<sup>th</sup> December 2023**

- a) There are currently 18 stalls and the bar inside the Trestle Market and 2 catering units outside the Trestle Market. The Salvation Army will be playing at the entrance to the Butter Market.
- b) There is going to be no live entertainment this year. Moorlands Radio will be providing a playlist and speaker.
- c) The Town Clerk is to check that the toilets will be open for the duration of the Twilight Market.

#### **10. Children's Christmas Tree Candy Cane Event – (Change of Date) 10<sup>th</sup> December 2023**

- a) The Committee agreed to the purchase of a large artificial tree and also a tent for indoor and outdoor use for activities such as face painting.
- b) Hire of an inflatable snow dome was agreed and it was confirmed that SMDC have given approval for it's use as it is not a bouncy inflatable.
- c) A member of the Committee is to contact Charlie Clown and ask him to contact LTC office.

#### **11. Children's Fun Day at Sparrow Park – 11<sup>th</sup> May 2024**

- a) Moorlands Radio have been asked to provide their trailer and live music for the event.
- b) It was agreed that further arrangements be made closer to the time.

#### **12. Churnet Valley Festival – 27<sup>th</sup> July-3<sup>rd</sup> August 2024**

- a) It was confirmed that a Country and Western singer is available for 27<sup>th</sup> July 2024.

#### **13. Brough Park Centenary 2024**

- a) It was agreed that the arrangements made for this event should feed into the NWM Centenary 2025.
- b) It was agreed that a large marquee can be hired, and check if it includes flooring.
- c) At least 6 portaloos will be required and they should be booked soon due to the time of year they will be required.

#### **14. NWM Centenary 2025**

- a) It was agreed that this event needs to be more than just an event at the War Memorial.
- b) Organisation of this event is to commence after Christmas.

#### **15. Item for next Agenda:**

200 year's of the Royal National Lifeboat Institution

Sea Shanty/Narrow Boat event (18<sup>th</sup> August 2023 up to 4<sup>th</sup> March 2024 bicentenary date)

- a) Use of the Beatrice canal boat has been offered for this event.

**Date of the next meeting Tuesday 14<sup>th</sup> November 2023 at 7pm in the Leek Town Council office.**