

LEEK TOWN COUNCIL

Minutes of the Tourism, Events & Community Committee (TEC)

Tuesday 7th April 2026

Present: Cllr. Matt Swindlehurst (Chair), Cllr. Keith Hoptroff (Vice Chair), Cllr. Derek Hilyer, Cllr. Lyn Swindlehurst, Cllr. Kate Nicholls, Cllr. Sue Webster, Gary Bossons, Mark Golding, Julie Pointon, Amanda Rowley, Anthony Beetham, Denise Wheat (Clerk)

Minutes recorded by Victoria Johnson (Admin Assistant)

1. **Welcome:** The Chair Cllr. Matt Swindlehurst opened the meeting.
2. **Apologies:** Cllr Dee Young, Brian Benjamin, Sue McKee, Sue Coleman.
3. **MINUTES AND MATTERS ARISING**
 - 3.1 **Minutes:** The minutes of the meeting held on 3rd March were approved.
 - 3.2 **Matters Arising:** Cllr Swindlehurst outlined the research done for the Nighttime Economy project. It focused on lighting and signage followed by 2 focus groups (public and licensing). 6pm – 7.45pm was identified as the ‘quiet time’ where events could be organised which are family friendly and not focused on alcohol. There will be 5 pilot schemes across the country which we are putting a bid in for. Our proposal will be for 9 months events in the Trestle Market and 3 months outdoor events when the weather is good.
4. **TOURISM**
 - 4.1 **Town of Culture:**
 - An application for Leek has been submitted for the ‘small town’ category, one of 8 destinations across the West Midlands to apply. The first filter will take place then those towns shortlisted will be awarded £60k to develop plans for their final bid.
 - If Leek is not successful this time, the work done to date will assist any future bids.
 - 4.2 **Local Visitor Economy Partnership (LVEP):**
 - There is a shortage of accommodation in the Staffordshire Moorlands for visitors/tourists. Encouragement is being given to Air B&B and for farms to offer cottages/rooms as holiday accommodation.
 - 4.3 **Planters and Hanging Baskets:**
 - This year’s contract has been awarded to Jackson’s Nurseries.
 - The Lengthsman will deliver the planters to them for cultivation, and we will then take delivery back from them in early June. LC Construction are on standby to fix them securely in place.
 - 4.4 **Cross Street Banner:**
 - The banner will be positioned at the bottom end of Derby Street with ‘Welcome to Leek’ and the Town Council Crest on it. Proofs will soon be received.
 - The banner will go up with the flags and bunting in early May which is always in time for Scooterfest.

4.5 Totally Locally:

- Julie Pinton was thanked by the Committee for liaising with town centre shops to obtain contact details and permission from them to be contacted with event information.
- It was noted the 'Love Leek' discount card has no association with the Town Council.

5. 2026 EVENTS

5.1 Heritage Mill Walk: Staffs Moorlands Walking Festival: Thursday 30th April, 10am:

- This walk is being led by Cllr Phil Barks and will start at the Nicholson War Memorial. Please visit www.staffsmoorlandswalkingfestival.co.uk for further details.
- Permission was given to put up the banner outside the Town Council office. It will then be taken on the walk for opportune photographs to be taken.

5.2 Mayor's Civic Parade: Sunday 12th July afternoon

- Planning is in the early stages but the parade will take place prior to the Civic Service being held at St Edward's Church at 2pm followed by a Civic Reception at The Maude.

5.3 Country & Western: Saturday 25th July 11am-3pm:

- Entertainers and Moorlands Radio have been booked.
- A Road Closure Application needs to be submitted for relevant roads to close from 9am.
- Shops in the vicinity have indicated that staff will dress-up for the event.

5.4 Remembrance Day: Sunday 8th November 8.30am – 3.30pm:

- Planning and all relevant applications for this event are in hand.

5.5 Christmas Lights: Friday 20th November 4.00pm – 9.30pm

- Planning and all relevant applications for this event are in hand.

6. EVENT LOGISTICS

- The Clerk and Admin Assistant are tasked with developing a checklist/toolkit/online package for Road Closure applications, Event applications, First Aid and Security quotations, Risk Assessments and Fire Risk Assessments, booking entertainers, booking stage/PA/radio/electrician/fair/gazebos, enlisting Marshals and Marketing of events.

7. COMMUNITY

7.1 Leek Town Council Community Grants:

- The Council will now have a window running from 1st April to 30th April for Community Grant applications to be submitted. Applications will be placed before the Tourism, Events and Community Committee in May for consideration and decisions will be made at the Town Council meeting later that month. If any money remains from the budget allocated for Community Grants a second window will open from 1st September to 30th September with the same process to be followed by the Council in October.
- Applicants will be informed of grant funds available from District Councillors.

7.2 Defibrillator:

- SMDC agreed to fund all defibrillators that meet the required criteria (approximately 600) and Champions monitor their upkeep.
- Every defibrillator is now registered on the Circuit and efforts are being made to keep this running as a legacy project for the Unitary Council.

7.3 Health Events:

i) Social Prescribers: NHS/Support Staffordshire led initiative:

- A Health Roadshow has been touring villages in the Staffordshire Moorlands, and the Trestle Market will be hosting an event in July. SMDC also host an event once a year.
- Following LGR the Town Council role in bringing people together will increase, and it was suggested that Parish clusters could come together with health groups to take the lead on events and roadshows in their area.
- The Clerk will liaise with Democratic Services to discuss the logistics of holding regularly networking meetings with Social Prescribers and the Finance Committee will consider the cost implications of these meetings.

ii) Changes: community wellbeing day – Tuesday 27th May:

- The Clerk will encourage Changes to apply for a Community Grant.

8. To note other town events:

<i>17th-19th April</i>	-	<i>Leek Hockey Club Beer Festival</i>
<i>Sunday 17th May</i>	-	<i>Scooterfest</i>
<i>May to June 2026</i>	-	<i>Leek Arts Festival</i>
<i>26th – 28th June</i>	-	<i>Moorlands Pride</i>
<i>Saturday 27th June</i>	-	<i>HuG Festival</i>
<i>Saturday 25th July</i>	-	<i>Leek & District Agricultural Show</i>
<i>Saturday 5th Sept.</i>	-	<i>Action West End Family Fun Day</i>
<i>Saturday 26th Sept.</i>	-	<i>Leek Open Studios</i>
<i>Saturday 31st Oct</i>	-	<i>Beer Festival</i>
<i>Sunday 1st November</i>	-	<i>Day of the Dead</i>
<i>Saturday 14th November</i>	-	<i>Leek Morris Dance Festival</i>

9. Any other items:

- **Levelling Up Fund update:**
 - The indoor markets are doing well and events being held there are increasing. Totally Locally on 5th April was relocated to the indoor markets and The Foxlowe at short notice. The Clerk/Mayor are to write to Jon Green and Dave Jackson to thank them for organising this.
 - The improvements of the Leisure Centre at Brough Park are on track.
 - The large windows have been removed from the Nicholson Institute and sent away for specialist repair.
- **John Hall Gardens:**
 - The gardens might be closing, but options are being considered.

The public left the meeting at 7.55pm

CONFIDENTIAL

- An email was received from a member of the public in relation to the Street Preacher issue. It was submitted at the correct time prior to the last Town Council meeting but due to the potential libelous statements it contained advice was sought from the SPCA.
- It was agreed that the Clerk sends a written response to the member of public
- The member of public is to be advised that they may put in a written submission and speak at the next Town Council for 3 minutes.

Meeting ended 20.30

Date of the next meeting: Tuesday 5th May 2026 at 7pm in the Leek Town Council office.