

LEEK TOWN COUNCIL

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

Tuesday 5th May 2026

Present: Cllr. Matt Swindlehurst (Chair), Cllr. Keith Hoptroff (Vice Chair), Cllr. Derek Hilyer, Cllr Dee Young, Cllr. Lyn Swindlehurst, Cllr. Sue Webster, Mark Golding, Anthony Beetham, Brian Benjamin, Denise Wheat (Clerk)

Minutes recorded by Victoria Johnson (Admin Assistant)

1. **Welcome:** The Chair Cllr. Matt Swindlehurst opened the meeting.

2. **Apologies:** Cllr Kate Nicholls, Sue McKee, Amanda Rowley.

3. **MINUTES AND MATTERS ARISING**

3.1 **Minutes:**

- The Minutes of the meeting held on 7th April 2026 were approved.

Proposed – Cllr Hoptroff Seconded – Sue Webster

3.2 **Matters Arising:**

- The flags and bunting in the town centre will be going up on 11th May and the new 'Welcome to Leek' banner if it is produced in time.
- It was agreed that the Council should not write to the shops that the banner will be attached to.
- The Heritage Walk was successful.
It was agreed that a letter of thanks should be sent to Cllr Phil Barks for organising and leading the walk.
- Event logistics – the Mayor's Civic Service and the Country and Western event are both in progress, Remembrance and Christmas Lights will follow.
- The Community Grant applications will be discussed at the June meeting once the Committee members have assessed the applications.
- The Clerk is liaising with the SMDC Market Manager to establish when social prescriber health events are taking place.
- The Chair hopes to bring a detailed update to the June meeting regarding John Hall Wellness Gardens.

4. **TOURISM**

4.1 **Town of Culture:**

- An application for Leek has been submitted but the timescale for a response is not known.

4.2 Local Visitor Economy Partnership (LVEP): No update this month.

4.3 Levelling Up Fund Project Report:

4.3.1 Nicholson Institute Renovation Report: The renovations should be finished by September with time then required to move the Library and Museum back in.

4.3.2 Brough Park Leisure Centre: This should be plugged in during the coming week followed by an 8 – 10 week commissioning period.

5. 2026 EVENTS

5.1 Mayor's Civic Parade: Sunday 12th July 1.30pm 5th Leek Scout Band are booked, the Road Closure and Event Applications are prepared, radios need to be booked, and a Chief Marshall needs to be identified. It was noted that a marshall must be in place with a radio at the end of Silk Street and that the parade does not begin until this marshall gives the instruction.

It was agreed that the Lengthsman should be asked to be Chief Marshall. It was also agreed that a separate meeting should be held to discuss the planning and logistics of Remembrance Sunday.

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

- £410 has been raised for the event and the band has been booked.

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

- It was agreed that the parade follows the same route as before.
- Cones/reserved parking was requested by the PA provider.

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

- To be discussed at a later meeting.

6. COMMUNITY

Leek Town Council Community Grants: To be considered and discussed at the next meeting.

7. To note other town events:

Polish Day	-	Saturday 9 th May
Sunday 17 th May	-	Scooterfest
May to June 2026	-	Leek Arts Festival
26 th – 28 th June	-	Moorlands Pride
Saturday 27 th June	-	HuG Festival
Saturday 25 th July	-	Leek & District Agricultural Show
Saturday 5 th Sept.	-	Action West End Family Fun Day
Saturday 26 th Sept.	-	Leek Open Studios
1 st – 4 th October	-	Leek Blues & Americana
Saturday 31 st Oct	-	Beer Festival
Sunday 1 st November-		Day of the Dead
Saturday 14 th November-		Leek Morris Dance Festival

- It was noted that Club Day on Saturday 11th July has been cancelled but no official confirmation has been received to date.
- Clarification was given that all the above events are not Town Council events. When the precept was set it was on the understanding that neither officer time nor Town Council money would be spent on them.

It was agreed that the Clerk/Admin Assistant email the SMDC Market Manager to ask for monthly updates on upcoming events taking place in the indoor market.

It was also agreed that a WhatsApp traders' group is set up to keep them informed of events taking place.

Date of the next meeting: Tuesday 9th June 2026 at 7pm in the Leek Town Council office.

ACTIONS/TASKS TO BE DONE

ACTION/TASK	RESPONSIBLE OFFICER/CLLR
Letter of thanks to be sent to Cllr Phil Barks for organising and leading the Heritage Walk	Admin Assistant/Mayor
Remembrance and Christmas Lights – Road Closure and Event Applications to be submitted	Clerk/Admin Assistant
Ask the Lengthsman if they will be the Chief Marshall	Clerk
Email SMDC Market Manager to ask for monthly updates on events taking place in the indoor market	Clerk/Admin Assistant
WhatsApp traders group to be sent up to inform about events	Clerk