



**MINUTES OF THE EVENTS COMMITTEE MEETING  
15TH MARCH 2022, 6.30PM  
THE COUNCIL CHAMBER, CINDERFORD**

**Present:**

Cllr R Sterry  
Cllr M Turner  
Ms L Love, Facilities, Events & Grants Manager

**Apologies:**

Cllr C Brown  
Cllr C Witham  
Cllr R Lewis  
Cllr J Charlton-Wright  
Cllr T Holder  
Cllr D Martin  
Mrs Bennett (Clerk)

1. **To receive apologies for absence**  
Recorded as above. Attendees were disappointed with the low attendance in light of the number of events Council were planning to hold.
2. **To appoint a Chair in the absence of the Cllr C Witham**  
The meeting was not quorate. The Estates and Events Manager would update Councillors on progress with events. No decisions would be made by the Committee..
3. **Declarations of Interest – to receive any declarations of interest in any matter to be discussed at the meeting. Members and Officers are requested to identify the nature of the interest.**  
None.
4. **Minutes of the meeting held on 20th January 2022**  
The minutes of the meeting were approved and signed by Cllr R Sterry.
5. **Matters arising**  
All items covered on the agenda.
6. **Chairman's Urgent Business**  
None
7. **To discuss the Steam Mills Vintage Festival arrangements (9th April 2022)**  
Details of attendees were noted. Details from the fun fair were awaited and contact had been made with the insurers.
8. **To discuss the Town Crier competition, livery and hand bell (9th April 2022)**  
The CTC maintenance vehicle would be used for the competition. A hand bell would be investigated by Cllr Turner. Options for the outfit would be explored. Details of the competition would be worked up between Cllr Turner and the Events Manager.
9. **To discuss potential events:**

- **Duck Race event** - idea positively received for May Bank Holiday weekend. Details of the event would be worked up by the Events Manager.
- **Kings Jam** - the Events Manager will explore a small event for the Triangle in 2022 and a larger event plan for 2023 at Steam Mills
- **Outdoor cinema, Steam Mills** - The Events Manager would discuss the idea with the Palace Cinema.
- **Summer events** - a coal sack race would be explored for 2023. The Pride Festival was planned for 17th July 2022. This was being organised by Pride Gloucestershire and not CTC.

**10. To discuss the Platinum Jubilee**

- Beacon Evening 2/6/2022 arrangements & Grails Engineering update - design from Grails was positively received. Insurance was in place.
- Street Party 5/6/2022 update - the event had been advertised with local shops and flyers had been distributed. Cllr Charlton-Wright was thanked for work so far.
- Jubilee Scarecrow Trail 5/5/2022 to 2/6/2022 - idea well received. Residents to be encouraged to design an appropriate Jubilee scarecrow. Details of the event will be circulated. .
- Jubilee Rocks Trail - Events Manager will liaise with Forest Rocks over the trail idea.
- Art competition for the best Jubilee picture - details to be worked up and advertised.
- Cookery competition for the best Jubilee inspired bake - details to be worked up and advertised.

**11. To discuss Cindyfest, agree new logo and the Full Fibre potential support update**

The logo had been agreed previously. The Events Manager would contact Full Fibre with regard to funding opportunities and explore bands with MusicWorks.

**12. To note the grant expenditure position and progression of items:**

- Build Back Better Market Towns Fund (GCC)
  - FODDC Reopening High Streets Safely Fund/Welcome Back Fund
- Expenditure to date for the above grants was noted. Merchandise and reusable cups would be explored by Cllr Turner. The Events Manager would explore merchandise event stickers and the purchase of "A Frame" Boards. Gazebos would be explored instead of purchasing a removable canopy. .

**13. To receive the grant expenditure request from Cinderford Town FC for the Wurzels Concert at the Causeway (May 8th 2022)**

Existing funding has previously been provided for other CTC events. Grant Item to be considered by the full Council.

**14. To discuss feedback from previous events:**

- **Saturday Markets held to date**
- One market had been held to date. Momentum for future events was to be built upon. .

**15. To discuss Health & Safety arrangements for agreed events including insurance & risk assessments**

Ongoing. Events Manager following up with attendees and with insurers.

**16. To discuss and agree any road closures for events**

Cllr Charlton Wright was progressing the Jubilee street party closure. The Clerk would arrange a road closure for the Beacon ceremony.

**17. To receive an update on the Cinderford magazine/guide**

The Council was working with a graphic designer to progress this. It was hoped to have an initial draft shortly.

**18. To receive an update on the Cinderford events www**

The designer was progressing this..

19. **Date of next Meeting** – Tuesday 17th May, 6.30pm

**Signed:**.....

**Date:**.....