



**MINUTES OF THE EVENTS COMMITTEE MEETING
26TH MARCH 2022, 7PM
THE COUNCIL CHAMBER, CINDERFORD**

Present:

Mr G Morgan (Chair)
Cllr C Witham
Cllr J Charlton-Wright
Cllr R Sterry
Cllr M Turner
Cllr D Martin
Khady Gueye (FVAF)
Ms L Love, Facilities, Events & Grants Manager
Mrs Bennett (Clerk)

Apologies:

None received.

1. **To receive apologies for absence**
None.
2. **To appoint a Committee Chair for 2022/23**
Cllr Graham Morgan was appointed by - MT, JCW
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 15th March 2022**
The minutes of the meeting were approved and signed by Cllr R Sterry.
5. **Matters arising**
Duck Race - permission not granted for plastic duck race on environmental basis.
6. **Chairman's Urgent Business**
Drum Event - Cllr Turner updated on a potential event for the Town Triangle. Committee supported in principle. Further details to be provided.
7. **To discuss progressing the purchase of new Christmas lights**
The Committee discussed progression. The Clerk would contact Dean Electrical & CEF and explore other potential providers. Options for purchasing and hire would also be explored.

The Events Manager updated that The Wesley had received its first Christmas booking.
8. **To discuss the Platinum Jubilee & finances relating to:**
 - **Beacon Evening 2/6/2022 arrangements** - Khadi Gueye (FVAF Community Builder) and the Events Manager gave an update on the activities and timings. Flyers and a poster had been circulated. Road closure and security are in place. Activities were free. Details and timings available at:
<https://www.cinderfordevents.co.uk/a-celebration-of-culture-community/>

- **Street Party 5/6/2022 update** - Cllr Charlton-Wright updated on meetings held to date and planned activities which included talent, fancy dress, cake and drawing . , competitions along with ballon modelling and other activities. CTC Ground staff would help with distributing road closure barriers. There was support from local shops and monies raised from cake sales would be donated to a local charity.
- **Jubilee Scarecrow Trail 5/5/2022 to 2/6/2022** - 38 scarecrows were currently in place. The trail map is updated regularly. All attendees receive a written thank you for taking part. .
- **Jubilee Rocks Trail** - had been invited to take part and a number of rocks would be hidden for finding by residents.
- **Art competition for the best Jubilee picture** - An art competition for the best Jubilee picture, drawing or painting was taking place. Details had been advertised on Facebook and local schools contacted. Further details are available at: <https://www.cinderfordevents.co.uk/queens-platinum-jubilee-competition-entries-close-1st-june-2022/>
- **Cinema showing** - The Palace cinema were showing daily free showings of "A Royal Occasion" film. Free tea/coffee & a Highland shortbread biscuit were being provided. CTC were funding the shortbread and film licence with the cinema providing hot drinks. .
- **Jubilee Civic Service 5th May** - Details of the Jubilee Parade starting at 10.30 am in The Triangle up to St Stephen's for a Celebration Service and then a "Big Lunch" picnic on the lawn at St Stephen's with bouncy castle, games, crafts and more.

9. To discuss Cindyfest

To be held 29th August 2022 (Bank Holiday Monday). CTC had set aside a small budget. Potential grant providers and bands and suppliers would be contacted by Cllr Turner. A PA sound system would also be explored.

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

- **Build Back Better Market Towns Fund**
- **FODDC Reopening High Streets Safely Fund/Welcome Back Fund**
The Clerk updated on grant expenditure to date. A further update would be provided after the Jubilee.

11. To discuss any feedback from previous events:

- **Saturday Markets** were no longer being held as the organisers are from Newport. Councillor Turner would consider holding a Market with a BYO gazebo and a Car Boot Sale.
- **Family Fun Day** - positive feedback and press coverage was received. Councillors thanked L Love. Improvements had been made to the Steam Mills Pavilion and the football team were pleased.
- **Wesley launch/Canopy ArtsJab** - positive feedback on the event received including press coverage. The PA system used at the event was inadequate. A new booking for The Wesley had been received.

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

Insurance forms for CTC events on 2nd and 5th June had been completed. First aiders were arranged for 2nd June. The organiser of the 5th June had event management and first aid experience. Road closure notices and risk assessments would be displayed.

Insurance for Beacon - the Clerk would arrange for The Beacon to be insured based on the valuation from Grails.

13. To discuss and agree/note any road closures for events

Road closures were in place for 2nd and 5th June. Details circulated on Facebook and www.

14. To receive an update on the Cinderford magazine/guide

Draft circulated. Comments on the initial draft would be provided to the designer.

15. To receive an update on the Cinderford events

This was now live see www.cinderfordevents.co.uk -

16. Date of next Meeting

TBC

Next event is Cinderford Pride in the Forest, 17th July 2022, Market Street, Cinderford, 12pm - 5pm. Afternoon of free entertainment, live performers, trade stands, community stalls and children's rides from Danter's Funfairs. More details from the event organisers at www.prideinglos.org.uk

Signed:.....

Date:.....