



**MINUTES OF THE EVENTS COMMITTEE MEETING  
1 NOVEMBER 2022, 6PM  
THE COUNCIL CHAMBER, CINDERFORD**

**Present:**

Cllr C Witham (Chair)  
Cllr N Taylor  
Cllr G Morgan  
Cllr M Turner  
Mike Barnsley (Vicar St Stephens)  
Geoff Jones (RBL, Cinderford)  
Ms L Love, Facilities, Events & Grants Manager  
Cllr R Morgan, Grounds & Maintenance Staff  
Mrs E Bennett (Clerk)

**In attendance:**

Ms N Phelps (Resident)

**Apologies:**

Cllr R Sterry  
Cllr D Martin

1. **To receive apologies for absence**  
Apologies for absence were received from Cllr Roger Sterry and Cllr D Martin.
2. **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 declared.
3. **Public Participation Session – to provide the opportunity for Members of the Public to raise questions or comment on items on the Agenda (limited to 15 minutes, with a maximum 3 minutes per person)**  
None raised.
4. **Minutes of the meeting held on 26th May 2022**  
The minutes of the meeting were approved and signed by Cllr Witham.  
Proposed Cllr Turner, seconded Cllr Taylor.
5. **Matters arising**  
PA/Sound System - purchased and in place.
6. **Chairman's Urgent Business**
7. **To receive any update on past events: :**
  - **Beacon Evening 2/6/2022 arrangements** - successful.
  - **Street Party 5/6/2022 update** - arranged by Cllr Charlton-Wright.
  - **Jubilee Scarecrow Trail 5/5/2022 to 2/6/2022** - 54 families took part. Requested as a repeat event by residents. L Love was thanked for organising.
  - **Jubilee Rocks Trail** - rocks were hidden and found. It was hoped this would become a repeat event.
  - **Art competition for the best Jubilee picture** - took place.

- **Jubilee Cinema showing** - Positive feedback received. The Palace Cinema were thanked for hosting the event.
- **Cindyfest** - positive feedback.
- **Autumn Halloween Disco, The Wesley, 25/10/2022** - the disco was not very well attended. FVAF & the DJ will re-run a Christmas Disco free of charge.
- **Autumn Arts & Crafts Event, The Triangle, 27/10/2022** - Craft sessions went really well. Lots of interaction and well supported. The location and timings worked well. Activities were aimed at different ages and worked well.
- **Civic Service, St Stephens** - well received. Consider holding annually as a charity event.
- **Proclamation** - advance preparations worked well.
- **A frame board** - to be used for advertising events. Clerk to purchase board suggested by Cllr Turner.

**8. To discuss future events 2022:**

- **Remembrance Sunday 13/11/2022** - March off at 10.42 from Belle Vue Centre. 11.00 service with local road closure planned. Invites sent out. The MP is attending an event in London. The band will be attending and not marching. The base drummer will join the march. Refreshments to be held in the Soldiers & Sailors afterwards. A new standard bearer will be attending. New Service sheets are required. The Rugby Club had been contacted to seek assistance with the road closure.
- **Drum Event** - event to be held at Miners Welfare.
- **Christmas - Brass Band in the Triangle On 3/12/2022** - Planned for 2pm - 3.30pm. Ask FVAF & Wyldwood to take part. Raffle prize. Mince pies. Event to be advertised and leaflets to be distributed via schools.
- **Christmas Lights & Santa Switch On 26/11/2022** - advertised on Facebook already. Road closure requested with FODDC. Grotto to be in HSBC. Radio attending.
- **Christmas Convoy 10/12/2022** - organised externally. Scouts doing food in the Triangle. Pizza van. Sweet stall. Road closure to be submitted. Cllr Witham to organise tracking of the convoy. The event organisers did not wish collections to take place.
- **Christmas Carols -17/12/2022, The Wesley** - Cinderford Brass Band event. Details awaited.
- **Christmas Market (date to be advised)** - stalls for light switch on. Ask about attending on key dates. Ideal for little businesses. Cllr Turner to follow up on stalls.
- **Christmas Business Window Competition** - to hold again. Businesses to send photos with voting online for residents' favourite window and Mayors Choice. Windows to be ready for light switch on.
- **Christmas Residential Competition ideas** - link to convoy event. Organised by convoy organisers.
- **Competitions & Christmas Carols/Karaoke ideas** - ask Young Voices to attend Triangle on 3/12/2022. (Steam Mills, Forest View, St Whites, Woodside, Littledean, Soudley) NP to advise LL.
- **Event help - Staff, Councillors & Residents** - Councillors & residents to help at events.
- **Carnival** - interest in join carnival on Facebook and explore interest. Cllr Turner to progress interest with NP.
- **Harmony Twirlstars** - Clerk has contacted and asked to attend events.

**9. To discuss ideas for future events & note any agreed dates:**

- **Pride in Cinderford** - 16th July 2023
- **Family Fun Day, Steam Mills** - link to mini carnival event. Crossroads plan to run a dog agility show.
- **CTC & FVAF joint half term events - Christmas Crafts & Disco** - being planned with FVAF. Details to follow.
- **Coronation King Charles III (6 May 2023)** - initial ideas around Coronation Karaoke, street party, stalls. Bands, beacon lighting, MusicWorks involvement.

**10. To receive an update on the grants for:**

- **Build Back Better Market Towns Fund (GCC)**
- **FODDC Reopening High Streets Safely Fund/Welcome Back Fund**

Both funds had now closed. Information on expenditure had been submitted to GCC and FODDC.

**11. To note the 6 x free car parking dates agreed with FODDC**

Free parking days were noted as 8th October (heritage open day), 13 November (remembrance sunday), 26 November (xmas lights) & 3 December (xmas market), 10 December (xmas convoy), 17 December & 24 December.

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

Insurance for events to progress. Risk assessments to be completed.

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

The road closure form for the light switch on 26.11.2022 had been submitted to FODDC. Volunteers from Cinderford Town Rugby Club to assist with Remembrance Sunday had been requested.

**14. To receive an update on the Cinderford newsletter .**

The draft of edition 2 was circulated. Final articles were due to be added.

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

This was now live see [www.cinderfordevents.co.uk](http://www.cinderfordevents.co.uk)

**16. Date of next Meeting – TBC**

**Signed:**.....

**Date:**.....