



Minutes of the Events Committee & Working Group
The Council Chamber, Cinderford
Tuesday 19th September 2023, 6.00pm.

Present:

Graham Morgan (Chair)
Emma Bennett (Clerk)
Les Love (Estates Manager, CTC)
Alethea Bumpstead (FVAF)
Ryan Morgan (Grounds & Maintenance, CTC)
Nikki Haydney (Nikki's Events)
Khady Gueye (Musicworks)
Deborah Vaughan (Crossroads)
Joe James-Picknell (Pride in Gloucestershire)
Darren Green (Stage Electrics/PA)
Hayley Bennett (Crossroads)
Darren Flower (CTC)
Mark Turner (CTC)
Nigel Taylor (CTC)
Jer Holland (Town Crier)
Karen Lougher (Picture House & Palace Cinema)

1. **To receive apologies for absence**
Received and accepted for C Brown and R Sterry.
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.
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.
4. **Minutes of the meeting held on 26th April 2023**
The minutes of the meeting were approved and signed by Cllr Morgan
5. **Matters arising**
None.
6. **Chairman's Urgent Business**
None.
7. **To discuss monies raised from the raffle at the Coronation event and agree the purchase of a plate and location recognising that not enough monies were raised to fund a Coronation bench**
The Committee agreed to purchase a plate following the raffle of the Coronation Chicken eggs for display on the Clock Tower.
8. **To receive any feedback from past events to improve future event planning:**
 - o **Eurovision 2023** - Good event. Well received. Comments were positive.

G/M

- **Coronation 2023** - wet weather. Stage and screen are good. Great atmosphere. Coronation Chicken captured imagination. Positive feedback. Traders' involvement was good.
- **Drumming Festival 2023** - Not CTC organised event. Wet weather again. Good feedback.
- **FOD Pride 2023** - good feedback. Coronation Chicken attended. Plan to grow year on year figures and expand area. Inclusive event. Event recycling was good. For future events Pride will provide earlier marketing and event information and use the town food map. Use of local traders was encouraged and Pride will also work with FVAF to support local groups.
- **Cindyfest 2023** - best one yet. One accident occurred which had been reported to insurers. The location of the bouncy castle was discussed. Event organisers kept on top of rubbish which helped and plan to have additional bottle recycling locations in 2024.
- CTC will continue to advertise events on the noticeboard.

9. To receive an update from Crossroads on the Low Noise Fireworks and other events planned (DV)

6th November at Cinderford Rugby Football Club (CRFC). Funds to be split between Crossroads, Coleford Opportunity Centre and CRFC with rides, sweets, bouncy castle, games, face painting, etc. Volunteers were sought to help with the event. CRFC will organise food and drink. Letters to local residents will be sent. Insurance being organised. Tickets £5 per adult with free child place. CTC will also advertise once event materials provided.

10. To discuss and agree plans for the Light Switch On - Saturday 25th November 2023

Grotto location - a revised location was discussed. Councillors wished for the event to remain in the Triangle. The use of the community engagement vehicle was discussed. The alternative space offered would be used as a christmas market.

Road Closure update - to be submitted.

Snow machine - to be investigated.

First Aid update - contacted GDR Solutions. Awaiting response.

Stalls & Children's Activities - being progressed.

Local Food Traders - Happy with one different trader only.

Scout attendance will be followed up.

Insurance and Risk Assessment - Clerk to arrange.

Competition to win the switch on of the christmas lights will take place.

Window Display Competition will also take place.

Times:

- Santa - 2pm to 7pm
- Stalls - 2pm to 7pm
- Fair - 2pm to 7pm
- Lantern Parade - 4.30pm to 5pm
- Light Switch On - 5pm.
- Dean Radio will be in attendance 2pm to 7pm and counting down the switch on at 5pm

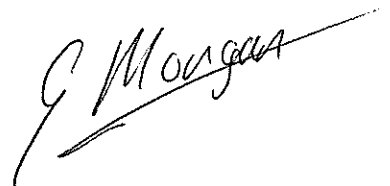
11. To discuss and agree plans for the Xmas Convoy - Saturday 9th December 2023

Meeting with event organisers to take place. Convoy attendance is expecting to grow. A road closure at the end of the event was requested to display a number of vehicles. The Town Crier will be on the CTC truck.

7pm D Vaughan the left meeting.

12. To discuss with FVAF arrangements for the Lantern Parade

Insurance documentation received. Two stages - first part lantern making and second part parade on 25.11.2023. Route discussed. AB and LL will contact Scout/Guides and Cadets regarding a community event. The route will require marshalling.



13. To discuss the 100th anniversary of the War Memorial (Friday 17th November 2023)

Plans were discussed noting this would be a Civic event with RBL involvement. Committee discussed and agreed to the 24 hour vigil and it was hoped families who were related to names remembered on the Memorial would attend.

Cllr Taylor would contact the War Memorial re service and idea and also St Whites School who had undertaken project work and look to compile a souvenir brochure regarding the history, names and event.

The web camera will be used.

The Town Crier and would undertake a Cry for start/end of service.

14. To receive feedback from MusicWorks on the opening and any events

Internal works are due to start 8.10.2023 with a 12 week build. Opening in January 2024 with a soft launch planned. Fundraising walk planned for 1.10.2023 and CTC would display comms/fundraising link. The Music Bus will be in the Triangle on this day.

7.23pm H Bennett, Crossroads left the meeting.

15. To receive dates for 2024 events and progress any arrangements for events

- o D Day - Thursday 06/06/2024 - letter and information from Pagentmaster received. The Proclamation is scheduled for 8am (Town Council steps) and the International Tribute to be undertaken at 9.15pm alongside the lighting of the Beacon. Initial ideas were residents could dress in vintage clothes and military vehicles/trucks could be displayed alongside music.
- o FOD Pride - 28/07/2024 - planned to replicate existing event and extend the road closure.
- o Cindyfest - 25/08/2024. Early booking of equipment to take place.
- o Eurovision - 11/05/2024 - agree to hold again next year. Sweden is the host. Need to advertise & promote earlier and grow attendance.

16. To receive information on the following ideas and consider taking forward:

- o Book Hunt - 50 books for £40. Events Committee agreed to sponsor for the Christmas event.
- o Summer One Day Farm - insurance position to be investigated.
- o Monthly Triangle Storytime Session - Musicworks to investigate
- o Monthly Triangle Creative Open Mic Session - Musicworks to investigate.
- o Arts Events - KL was congratulated on the success of the gallery, shop and market. LL would work with KL to build on this.
- o Open Gardens - Highlight grow your own and gardens. Ideas included a plant swap and tea party and garden trail. KL will send details.
- o Cinema showing on D-Day and 100th anniversary of War Memorial - KL to investigate showings and costs.
- o Other Suggestions/Ideas - World Cup Rugby final event (28.10.2023). MT to progress a road closure if England reached the final.
- o Olympic & Paralympics 2024 event - Olympic Torch Race - display flag. Hold mini olympics event at Steam Mills.
- o Shrove Tuesday - Pancake Race for adults and children - win a golden frying pan. Use wraps as pancakes.
- o Dog Rescue - annual Christmas Fayre in Cinderford. Do 3rd December. Road closure.

17. Date of next Meeting – TBC

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights”.



