

**MINUTES OF A MEETING
OF THE EVENTS COMMITTEE
MALVERN TOWN COUNCIL**

held on Thursday 27 July 2017

in the Council Chamber, Belle Vue Terrace, Malvern, at 6.00 pm

Councillors

Present

R Yates

I Hopwood

J Campbell

C Smith (substituting for P Mewton)

Apologies

H Campbell

P Mewton

M Fletcher

In attendance

C Palmer – Mayor

Linda Blake – Town Clerk

Dilys Watson – Events Co-ordinator

1. ELECTION OF CHAIRMAN

Nominations for a Chairman resulted in a tie for votes and due to the absence of three committee members, it was **AGREED** to postpone the election of a Chairman until the next meeting.

Committee **AGREED** that Cllr C Smith (who was substituting for Cllr P Mewton) would act as temporary chairman for this meeting only.

2. ELECTION OF VICE-CHAIRMAN

Committee **AGREED** to postpone election of vice-chairman until next meeting.

3. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs H Campbell, P Mewton and M Fletcher.

4. DECLARATIONS OF INTEREST

None.

5. REVIEW OF ARMED FORCES DAY EVENT 2017

Report EC01/17 was received and noted.

The Committee reviewed the Armed Forces Day Gala for 2017 and **AGREED** that consideration should be given to the following before 2018:

- Cadet groups need to be approached and invited as early as possible in order to maximise attendance.
- The use of an adequate PA system is essential and should be incorporated into all future Armed Forces Day events.
- Due to the revised timings of the event, less presence needs to be given to food and drink vendors. A larger bar has not proved popular and could be replaced with a smaller stall selling beer and/or wine.

UNADOPTED

- The arena display area should be smaller to allow a better use of space and provide better viewing for the audience.

The Committee **SUGGESTED** putting more of a focus on the 1940s era for the 2018 event to include a vintage tea tent, dancing demonstrations from the war time era and people in appropriate dress.

6. **MALVERN TOWN COUNCIL EVENTS PROGRAMME 2018/19**

Report EC02/17 was received.

It was **AGREED** that as holding the Mayor's Civic Service on the day of the Heritage Festival worked well in 2017, this format would be replicated in 2018.

It was **NOTED** that there is an 'event gap' during the month of May. Councillors suggested moving the date of the Health & Wellbeing Fair. It was **NOTED** that the Fair runs in conjunction with MHDC's Big Splash Monday and MSA's well-dressing competition, as a Well-dressing and Water Weekend partnership event, through which the Health & Wellbeing Fair is also promoted. Officers were asked to investigate this matter further in order to avoid the event gap.

Committee **AGREED** that the Health & Wellbeing Fair 2018 should have clearer ties to the rest of the Well-dressing and Water Weekend.

In 2018, Remembrance Sunday and Armistice Day fall on the same day. In addition, it marks the 100th anniversary of WW1. Due to this, Committee **AGREED** that MTC should make contact with the Mayor of Landrecies, France, to see if the Town could make arrangements for joint commemorations.

It was **NOTED** that a further review of Town Council events and dates would take place at the next meeting.

Cllr J Campbell left the meeting at 6.50 pm.

7. **PARTNERSHIP EVENTS 2018/19**

Report EC03/17 was received.

The Committee **AGREED** to review partnership events for 2018/19 at the next meeting and all committee members were asked to put forward any suggestions for partnership events at the next meeting.

8. **OTHER EVENTS IN PROGRESS**

Report EC04/17 was received.

Committee **NOTED** the progress made with organising the Mayor's Bonanza.

Committee **NOTED** that Alternative Bands in the Park 2017 is gaining momentum and growing in popularity, and advertising has improved from previous years.

9. **OUTDOOR THEATRE 2017**

The Events Coordinator delivered a verbal update on Outdoor Theatre 2017.

UNADOPTED

The Comedy of Errors performance will take place on Saturday 26 August at 7pm in Rose Bank Gardens. Tickets are being sold from Iapetus Gallery and through Illyria's website, at £15 adult / £8 under 16.

10. **BREAST CANCER AWARENESS MONTH – 'THINK PINK' CAMPAIGN**

Report EC05/17 was received.

Committee **AGREED** to light the buzzards in Rose Bank Gardens pink as part of the 'Think Pink' campaign to raise breast cancer awareness in October.

11. **DATE AND TIME OF NEXT MEETING**

It was **AGREED** that the next meeting of Events Committee will take place on Thursday 24 August 2017 at 6.00 pm.

The meeting ended at 7.20pm.

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(Chairman)

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