

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

held on Tuesday 27 March 2018

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

Councillors

Present

H Campbell (Chairman)
J Campbell (arrived 6.23 pm)
I Hopwood
M Fletcher

In attendance

Linda Blake – Town Clerk
Cllr J Thomas
Dilys Watson – Events Coordinator
Cllr C Palmer - Mayor

Absent

P Mewton

42. ELECTION OF CHAIRMAN

Cllr H Campbell was elected as chairman in the absence of Cllr J Campbell and Cllr P Mewton.

43. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr P Mewton and from Cllr J Campbell who would be arriving late.

44. DECLARATIONS OF INTEREST

None.

PUBLIC PARTICIPATION

None.

45. MAYOR'S BONANZA – 5 AUGUST 2018

Report EC01/18 was received.

The Events Co-ordinator explained the progress made in preparations for this event.

The committee **NOTED** the draft site plan for Priory Park.

The committee discussed supplementing the sound system in 2018 to ensure that musical acts can be heard throughout the park. It was **NOTED** that, while sound from the bandstand should ideally fill Priory Park, sound levels would have to be monitored so as to comply with public noise acts. Officers **SUGGESTED** that Wave Form Productions, an external company who had assisted with sound at Armed Forces Day 2017, could be commissioned to enhance the sound system at the Mayor's Bonanza.

The committee **RECOMMENDED** that an extra £300 be allocated to the Mayor's Bonanza budget, to be used solely to supplement the current sound system.

Cllr I Hopwood volunteered to act as Master of Ceremonies for the event.

Committee **REQUESTED** that the Events Co-ordinator should create a volunteer timetable, to be circulated in upcoming weeks. It is expected that all Town

Councillors without prior commitments on 5 August will volunteer for a couple of hours in order to aid fundraising.

46. ALTERNATIVE BANDS IN THE TOWN 2018

Report EC02/18 was received.

Two slots for this programme are yet to be confirmed and the Events Co-ordinator outlined a suggestion that performances on Saturdays 28 July and 11 August are held in The Cube, and are evening performances. This would give scope to ticket the performances in order to return revenue and reach a wider audience, namely the younger demographic that Alternative Bands in the Town is trying to capture.

Events Committee **AGREED** that Bands in the Town performances on 28 July and 11 August should be ticketed evening events held at The Cube, with the bar open and staffed.

It was **NOTED** that an evening performance could *not* be staffed by a member of the Operations Team. The Events Co-ordinator will be present, and members of the Events Committee present at the meeting volunteered to help steward at these two performances.

Cllr J Campbell arrived 6.23 pm

47. WORLD WAR ONE CONCERT AND COMMEMORATIONS

Report EC03/18 was received and noted.

The Town Clerk outlined two suggestions put forward from the Remembrance Committee to commemorate the 100th anniversary of the end of World War One.

Committee **RECOMMENDED** that Item 1, a Festival of Remembrance, would cost approximately £700, which would cover costs of venue hire and band expenses. The discounted cost for hiring Great Malvern Priory at £300 should be supported and a budget provided for this event.

The Concert would be largely organised by the Remembrance Committee with some co-ordination from Lyndsey Davies.

It was **AGREED** that an outdoor concert of this scope would require a notable and experienced compère.

Committee **RECOMMENDED** that Item 2, a Field of Remembrance in Great Malvern Library Gardens, should be supported and a budget of £850 provided for the purchase of wooden crosses and markers. This event would be opened by the Mayor during a short service on Thursday 8 November, and left open for people to plant crosses until Thursday 15 November.

The additional funds required to provide a budget for the Festival and Field of Remembrance would be taken from the Council's contingency fund for 2018/19.

Committee **SUGGESTED** that, in addition to the Royal British Legion, money raised is also donated to a second Service charity.

48. ART JAM

The Events Co-ordinator updated the committee on organisation of the Art Jam, with an initial event to take place on 6-7 July 2018.

It was **NOTED** that a meeting of interested parties will take place on Tuesday 10 April at 2.00 pm in MTC chambers. All are invited.

It was also **NOTED** that, due to past difficulties with venue staff, the use of The Cube for the Art Jam will be at no cost.

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

It was **AGREED** that the next meeting of Events Committee will take place on Wednesday 25 April 2018 at 6.00 pm.

The meeting ended at 6.45 pm.

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(Chairman)

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