

STOKESLEY TOWN COUNCIL
COMMUNICATIONS AND EVENTS COMMITTEE

A Meeting of the Communications and Events Committee
was held in the Town Hall, Stokesley on Monday 21 May 2018

Communications and Events Committee Membership

Cllr Ian Blakemore, Cllr Stewart Brennan, Cllr Mike Canavan and Cllr Graham Sowerby plus non-council representatives.

Present: Cllrs Ian Blakemore (Chair), Stewart Brennan and Mike Canavan.
Julie McLuckie - Clerk

1/21/05/18 NOTICE OF MEETING

The notice convening the meeting was read.

2/21/05/18 MEMBERS OF THE PUBLIC

None present.

3/21/05/18 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Graham Sowerby and Sue Thompson.

4/21/05/18 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

None declared.

5/21/05/18 MINUTES OF THE MEETING HELD ON TUESDAY 3 MAY 2018

The minutes of the meeting held on 3 May 2018 were agreed as a true and accurate record.

6/21/05/18 COMMUNICATIONS

- a. Website Update – the Clerk confirmed that the new site was working well and was straight forward to use. The calendar facility still required populating and was something that the Clerks would work on over the coming weeks. It was agreed that this item can now be removed from the Agenda. **Noted and Agreed.**
- b. Market Place Article – Cllr Canavan had submitted the article for the next Market Place and confirmed that this had included all the ideas submitted apart from the parking update which was agreed would be included in the next edition. Articles for inclusion in the next circulation should be submitted to Cllr Canavan by the beginning of July. **Noted.**

7/21/05/18 FOOD WEEK 2018

- a. The Clerk confirmed that a meeting with Local Businesses to discuss Food Week and the Late-Night Christmas Event was scheduled to take place on Monday 18 June 2018 at 6 pm in the Town Hall. **Noted.**

Cllr Blakemore confirmed that he had spoken with Quorn who were keen to be involved and had expressed an interest in both sponsorship and hosting a stall / event. Cllr Blakemore would continue to liaise with Quorn. **Noted.**

The following were agreed as possible sponsorship opportunities:

- The marquee;
- Community Awards;

The weekly spreadsheet was reviewed and would be updated by the Clerk. It was proposed that the marquee would be erected on the Friday 28 September 2018 with a view to hosting an event on the Saturday afternoon, early evening to coincide with the Comedy Club. The Sunday would see the event on the Plain with food demonstrations and traders, plus events in the Town Hall. Community Care volunteers had agreed to provide the music etc for a tea dance on the Monday afternoon in the marquee. The Clerk would liaise with Chapters Hotel who had expressed an interest in providing the afternoon tea element to see if this could be progressed. Cllr Brennan would liaise with Stokesley School to see if the students could host a hospitality function at the school on the Tuesday evening. Wednesday would see the Wine Tasting Event taking place in Chapters Hotel and there was a proposal to host a restaurant crawl on the Thursday evening. Friday would see the Friday Market during the day and the Gin Event on the evening in the Town Hall and Food Week would conclude on the Saturday with the Farmers Market and possibly a Totally Stokesley Community Awards Event on the evening. Cllr Blakemore would speak to Totally Stokesley to see if this is something they would be interested in hosting. **Noted.**

- b. Following discussion, it was agreed to continue with the branding introduced in previous years. Catch Designs who had originally produced the design had provided a cost of £350 to update the current logo's, design the layout for the brochure, posters and banners and to undertake the social media marketing. Members unanimously voted in favour of these costs and agreed that this was excellent value for money and ensured that the Food Week branding remains consistent. The printing costs would be paid directly by the Town Council and agreement on the number of leaflets etc to be printed would be agreed at a future meeting. **Agreed.**

**8/21/05/18 FUTURE EVENTS
CHRISTMAS 2018**

Various date options were discussed and it was noted that on 28 November 2018 the Father Christmas who attended last year was available but that there were no facilities available in the Town Hall. Thursday 29 November 2018 both the Jack Brunton and Stokesley Room would be available but we would need to secure another Father Christmas. Friday 30 November 2018 both the Jack Brunton and Stokesley Rooms would be available, but we would need to ascertain if Father Christmas was available. **Noted.**

ROTARY CLUB – CELEBRATION OF YOUTH

The Town Council had provided a donation towards the event and would continue to support as required. **Agreed.**

9/21/05/17 NEXT MEETING

Members agreed to meet in advance of the meeting with the Local Businesses at 5.30 pm on 18 June 2018. **Agreed.**

The meeting closed at 7.35 pm.

Signed

Date