

**STOKESLEY TOWN COUNCIL**  
**COMMUNICATIONS AND EVENTS COMMITTEE**

A Meeting of the Communications and Events Committee  
was held in the Town Hall, Stokesley on Tuesday 22 October 2019

**Communications and Events Committee Membership**

Cllr Ian Blakemore, Cllr Chris Johnson (Temporary member while Cllr Sowerby is unable to attend), Cllr Karen Robinson, Cllr Graham Sowerby and Cllr Andy Wake plus non-council representatives – Mr Richard Agar and Mrs Sue Thompson.

**Present:** Cllrs Ian Blakemore (Chair), Chris Johnson, Karen Robinson and Andy Wake.

Non-Council Members – Mrs Sue Thompson

Town Clerk – Julie Mcluckie

**1/22/10/19 NOTICE OF MEETING**

The notice convening the meeting was read.

**2/22/10/19 MEMBERS OF THE PUBLIC**

None present.

**3/22/10/19 APOLOGIES FOR ABSENCE**

**RESOLVED** to receive and accept the apologies from Cllr Graham Sowerby. Mr Stewart Brennan, Non-Council Member has resigned from this Committee due to work commitments. Members agreed to try and appoint another non-council member to replace him.

**4/22/10/19 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA**

**RESOLVED** that Mrs Thompson would leave the meeting prior to any discussion regarding the income and expenditure report from Food Fest.

**5/22/10/19 MINUTES OF THE MEETING HELD ON TUESDAY 3 SEPTEMBER 2019**

**RESOLVED** that the minutes of the meeting held on Tuesday 3 September 2019 be agreed.

**6/22/10/19 FOOD FEST REVIEW**

- a. **Food Fest Review of Events** – Members concluded that the Saturday chef demo's and food stalls had proved to be a great success, unfortunately, the Sunday event had not been successful largely because of the weather but also because there was nothing else taking place. **RESOLVED** that the Food Fest be a one-day event in the future with Chef's demos taking place in the Jack Brunton Room in the Town Hall and a food festival outside on the Plain. An

evening event could take place either the evening before or on the same day in the Town Hall. This would eliminate the need for a marquee and so reduce the costs associated with the event and enable the focus to be on covering the costs for the chef's demo which had proved to be extremely popular. The Clerk would secure a quote from this year's organiser to fulfil the role of securing the chefs, kitchen and MC on the day for next year. The Clerk would liaise with the Northern Dales Farmers Market to establish if they would be interested in hosting a 'Food Fest' Market next and that this would include loyal food stalls who have attended previously.

- b. **Income and Expenditure** – Total Income - £2895 and Total Expenditure - £5723 which equates to a shortfall of £2828 which would be met from the agreed Events budget. Running the event on a one day basis next year and excluding the requirement for a marquee would mean that the event next year would prove more cost effective.

### **7/22/10/19 FUTURE EVENTS**

**2019 – Christmas Late Night Opening** – Thursday 28 November 2019. **RESOLVED** that the Clerk would notify all the businesses of the date and clarify if they would be staying open late, offering any specials that evening that we could promote and if they would like to be included in the treasure trail. The Clerk confirmed that the Christmas Light switch on would take place at 6 pm and that Bilsdale Brass Band would attend on the evening although they could not guarantee they could be there for 6 pm. Unfortunately, the Shepherds hut is not available this year so the Stokesley Room would be used as Santa's Grotto and the Clerk confirmed that the part of Santa would be filled by one of the Councillors and that he has had an enhanced CRB check completed. Crash Bang Wallop were not available that evening so Mrs Thompson would contact the lady who organised the children's activities over the food fest weekend if she would be able to provide something on the evening. The Clerk would arrange for the burger stall and coffee stall to be set up outside the Town Hall as in previous years. The Clerk would organise selection boxes for Santa to hand out and sweets for those completing the treasure trail. Mrs Thompson would re-vamp the treasure trail and ensure that the businesses included last year are happy to take part again this year.

### **2020 -**

- a. **Tour de Yorkshire** – **RESOLVED** that the Clerk would obtain a quote for Event Management of a similar event to the one previously held that we could use as a budget submission if we were successful in securing the Tour de Yorkshire through Stokesley in 2020.
- b. **VE Day Celebrations** – **RESOLVED** that the Town Council would do the activities recommended by YLCA as a minimum. If Tour de Yorkshire does not come to Stokesley next year then the Town Council would consider hosting a community event on the Plain.

- c. **Food Fest – RESOLVED** to obtain quotes to host the event as described above and that we would look to hold it on either Saturday 26 or Sunday 27 September 2020.
- d. **Christmas – Late Night Opening Event. RESOLVED** to host the event on Thursday 26 November 2020.

**8/22/10/19 BUDGET FOR 2020/2021**

**RESOLVED** to submit the following budget proposals to the Finance Committee:

Tour de Yorkshire – **RESOLVED** that the Clerk secure a quote for an Event Management and that this would form the basis for the budget proposal which would be submitted if we were successful in securing Tour de Yorkshire next year.  
VE Day Celebrations – **RESOLVED** to request £750 to cover the costs for the event.  
Food Fest – **RESOVLED** to request £5000 to cover the costs for the event next year but that we would aim to secure more sponsorship to cover as much as possible.  
Christmas Event – **RESOLVED** to request £500 to cover the cost of purchasing gifts from Santa and prizes.

The meeting closed at 8.30 pm.

Signed ..... Date.....