

NOTICE OF MEETING

You are hereby summoned to a meeting of Yarm Town Council Leisure & Culture Committee to be held at

**The Fellowship Hall (side entrance)
West Street, Yarm TS15 9BT.**

Date: Thursday 26th January 2023

Time: 6pm

Members of the public are invited to attend the meeting

COVID Guidance at the time applies.

Juliet Johnson, Proper Officer to YTC



Yarm Town Council
Town Hall
High Street
Yarm
TS15 9AH

In accordance with the Openness of Local Government Bodies Regulations 2014, photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted; the Chair will notify those present of this at the start of the meeting and ask whether they agree to be filmed, recorded or photographed

YARM TOWN COUNCIL LEISURE & CULTURE COMMITTEE

MINUTES

PRESENT (Leisure & Culture Committee):

Cllr Pam Smailes (Chair - Leisure & Culture)

Cllr Peter Monck

Cllr Barbara Wegg

Town Clerk / Proper Officer

Other Councillors Present:

Cllr Philip Addison

Cllr Robert Wegg

Karen Shields (Rate Payers Representative)

Glen Layfield - Boss Events

1.0 Notice of Meeting - to confirm public notice of the meeting has been given in accordance with schedule 12, paragraph 10 (2) of the LGA 1972.

2.0 To appoint a Chairman in the absence of the Chair - N/A

3.0 Apologies for Absence - Cllr Patrick Morton

4.0 Code of Conduct | Declaration of Interest | Dispensation

- a) To record declarations of interest from members of any item to be discussed
- b) To consider, vote upon and record any requests for dispensation

4.1 No declarations of interest or requests for dispensation were received.

With the exception of any item identified above as containing exempt or confidential information under the Local Government Act 1972 – section 100A(4), members of the public (other than those prohibited from doing so) are entitled to attend this meeting and/or have access to the agenda

5.0 Item of Business:

To review and develop a proposal to YTC for an event celebrating the Coronation of His Majesty King Charles III - 8th May 2023, Willey Flatts field.

5.1 **Cllr Smailes** circulated a paper at the start of the meeting - notes from a working group that had developed an initial proposal for a Coronation event. The aim is to organise a community event to celebrate the Coronation of King Charles III that is inclusive to all and uses local companies/suppliers at the minimum of cost. The event would take place on Bank Holiday Monday, 8th May 2023, 12 noon - 4pm.

5.2 It is proposed that the event will include the following activities: sack races, egg and spoon, tug of war, bouncy castles, fair rides, live music from the Seasonal Singers and Aycliffe and Brancepeth Brass Band, Claire Louise - Vintage Singer, the Fire Service with a Fire Engine, The Police with a vehicle (possibly a riot vehicle), the 'Blood Run' motorbikes, a Royalty exhibition (provided by local enthusiasts), a climbing wall (provided by the Army Cadets or possibly the Fire Service), A Royal British Legion stall, fairground food and refreshments, an ice cream van and Coronation decorations provided by Layfield School.

5.3 **Glen Layfield** asked if a fee was being gathered from the fairground ride providers in order to attend the event. **Cllr Smailes** confirmed that it wasn't and that the provider would attend and charge per ride.

5.4 **Cllr Monck** confirmed that a marquee would be required for the performances and for people to be served tea and coffee if the weather was bad. **Glen Layfield** confirmed issues and expenses involved if a marquee is to be sited i.e. permission from SBC to stake it (a survey may be required) or otherwise weight it, which could be costly. **Cllr Smailes** stated that a marquee had been used on the site in previous years so shouldn't be problematic.

5.5 **Glen Layfield** asked what numbers would be expected; **Cllr Monck** referenced the 1914 event also held on Willey Flatts Field. Estimated numbers would impact upon ordering toilet provision etc.

5.6 YTC Folding Chairs would be used (currently stored at the allotment hut) and **Cllr Smailes** is organising free transportation for these.

5.7 In terms of providing tea, coffee and cakes, **Cllr B.Wegg** noted the need for a tea urn, **Cllr Smailes** confirmed that allergy advice would be provided. Discussion took place re crockery and whether or not this could be borrowed from the Fellowship Hall; if real cups, saucers and plates are required for a 'tea tent' these might be obtained from a Freecycle site and then returned to the site after the event; it was decided that paper cups would be used. **The Clerk** confirmed that union banners / table covers and other items from the jubilee could be used.

5.8 Lucy Bentley from Corner House Youth Project had provided contacts for the event re. police, fire service etc, but would not have the staff to be involved (e.g. given bank holiday Monday).

5.9 Whilst bouncy castles had been sourced (x2) a generator would need to be hired.

5.10 As regards site issues, **Cllr Smailes** suggested that the fire engine (etc) could be parked at Layfield School car park; **Glen Layfield** recommended a site visit as soon as possible (Monday 30th January, 10am at Willey Flatts Play Area). A site plan could then be advised, including area for marking sports/race lanes etc. The grass cutter would need to be advised so as to prepare the area accordingly. People could be encouraged to bring picnics.

5.11 **Cllr Smailes** requires people to manage the different races and will be speaking with Stockton Borough Council's volunteering project.

5.12 **Cllr Monck** is working on achieving funding support for the event and asking Catalyst for help with this.

5.13 **Cllr Smailes** pointed out the need for advertising other than social media. **The Clerk** suggested that the model used for previous/recent events had worked well e.g. a combination of posters in all the shops (High St and others) and social media etc. and could advise.

5.14 **Karen Shields** suggested that the local scouts and guides might like to be involved in helping with the event.

6.0 To confirm the date and time of the next YTC meeting - TBC.

The meeting closed at 18.39pm.

In accordance with the Public Bodies Admission to Meetings Act 1960, press and the public shall be excluded for this item due to its confidential nature. LGA Act 1972 schedule 12 paragraph 10(2)(e)

The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) - A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies.