

Minutes of a meeting of the **COMMUNICATIONS and EVENTS** Committee  
held at the Town Hall, The Broadway, Crowborough on Tuesday  
28<sup>th</sup> April 2015 at 7.30pm

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Present	Councillors	Paul Adams *	
		Quentin Burch	
		Michael Cooke	
		Elizabeth Fermor	
		Philip Fermor	
		Kay Moss	Vice-Chairman
		Ron Reed	
		Wendy Scrace	
		David Shaw *	
		Matthew Street	Chairman
		Sandra Timms	
Also present		Philippa Hewes	Town Clerk
		Caroline Miles	Events Co-ordinator
		4 members of the public	

\* *Denotes non attendance*

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The Chairman thanked members for all their hard work on the committee. A number of Councillors are not standing for re-election in May and special thanks were recorded for their commitment over many years.

#### **APOLOGIES FOR ABSENCE**

Cllr Paul Adams – personal reason

#### **DECLARATIONS OF INTEREST**

None.

#### **MINUTES**

Minutes of the meeting held on 24<sup>th</sup> February 2015

**7430** **RESOLVED** that the Minutes of the meeting held on 24<sup>th</sup> February 2015 as confirmed be signed by the Chairman.

#### Update on matters outstanding

Andrew Hartnall has arranged a local event at the Deer Stalker. The Town Council may be approached for support of an event next year.

## **Update on Display of Historical Items**

The cabinet has been ordered and items for the initial display prepared. The Historical Society has indicated that it would like to be involved in the scheme. Cllr Elizabeth Fermor was thanked for her work on this project.

## **EVENTS**

Thanks were recorded to Caroline Miles for her hard work in organising the Council's events over the last year.

### **To review Officer's Report on recent events**

#### Town Conference – 4<sup>th</sup> March

The officer's report was reviewed and noted.

### **To review Officer's Report on forthcoming events**

#### Montargis Reception – 30<sup>th</sup> April

Arrangements are in hand for the reception to welcome the French visitors and their host families.

#### Boundary Walk – 10<sup>th</sup> May

The officer's report was reviewed and noted.

#### Sussex Day – 16<sup>th</sup> June

Plans are progressing for this event. There is a full programme of entertainment, including a folk band and activities by sporting groups. There will also be a display of classic cars. It was reported that there has been difficulty in booking commercial people to attend to sell their goods as the event is only for two hours.

#### Armed Forces Week – 27<sup>th</sup> June to 4<sup>th</sup> July

A flag flying ceremony will take place on Saturday 27<sup>th</sup> June at Montargis Terrace.

#### Summer Fair - 11<sup>th</sup> July

The arrangements for the Summer Fair were reviewed. 'The Great Crowborough Cake Off' is being trialled this year and a number of local groups have been contacted to see if they will participate in the competition.

A quotation of £800 + VAT has been received to transport the Council's fire engine between Bentley Motor Museum and Goldsmiths Recreation Ground. A representative from the Council would need to be available at the Summer Fair to watch over the fire engine and to answer questions from the public. It was agreed not to display the fire engine on this occasion.

It was suggested that the Committee considers holding an event in the marquee on the evening of the Summer Fair next year and this will be considered when the new Committee is in place. An enquiry has been received regarding an evening fund raising event to be held in the marquee this year; it is not known if this will be possible due to issues with lighting and the provision of toilet facilities.

## **TWINNING WITH HORWICH**

### **Report on 25<sup>th</sup> anniversary events**

Arrangements are in hand to welcome a group of cyclists from Horwich 15<sup>th</sup> May. A number of other sporting activities are being progressed as part of the celebrations for the 25<sup>th</sup> anniversary year.

## **COMMUNICATIONS**

### **Newsletter**

Issue 3 will be distributed at the end of April. The copy deadline for the next edition is 26<sup>th</sup> May.

### **Website**

The information on the Council's website and social media sites was noted. A facility to respond to the Pine Grove consultation online proved very popular with over 1000 responses received using this method.

## **FINANCE**

Management Accounts to 28<sup>th</sup> February and 31<sup>st</sup> March 2015 (the reports at 31<sup>st</sup> March are noted subject to year end adjustments)

**7431**

**RESOLVED** to adopt the Management Accounts for 28<sup>th</sup> February and 31<sup>st</sup> March 2015.

## **URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING and/or INCLUSION ON A FUTURE AGENDA**

Maura Wojciechowski is retiring from the Council at the end of the month and thanks were recorded for her help over many years.

The meeting closed at 8.02 pm.

## **Officer's Report**

### **Communications and Events Committee Meeting – 28<sup>th</sup> April 2015**

#### **EVENTS**

##### **Recent Events**

###### Town Conference – 4<sup>th</sup> March

The Town Conference was held in the main church at All Saints due to the number of residents attending the conference. This worked well with the sophisticated PA system. Chris Kempshall gave a very interesting talk on East Sussex County Council's WW1 project and Katy Bourne talked about her role as Police and Crime Commissioner for Sussex.

##### **Forthcoming Events**

###### Montargis Reception – 30<sup>th</sup> April

The reception for our French visitors will commence at approximately 5.30pm. Invitations to Councillors have been sent out. It is anticipated that there will be 80 people at the reception.

###### Boundary Walk – 10<sup>th</sup> May

A pre – walk has been organised to take place on 23<sup>rd</sup> April with the Wealden walkers.

An email was sent to Councillors on the 24<sup>th</sup> March asking for volunteers to lead the walk. Unfortunately to date we are still without a leader.

Jaqi Taylor of Crowborough Vale W.I. has very kindly agreed to distribute refreshments at the halfway point.

Posters will be displayed in the Town Council boards from 27<sup>th</sup> April.

###### Sussex Day – 16<sup>th</sup> June

Organisation of the event continues and there is now a full programme of entertainment which includes Herne School performing a dramatisation of the Magna Carta and Newick Folk. Unfortunately Applause 15 is unable to perform due to the length of the event. However, the group has indicated that Crowborough may be considered for the Summer Fair 2016.

Crowborough Vale W.I. has kindly volunteered to run the tea tent.

Chris Grose has once again kindly volunteered to run the beer tent to raise money for charity. Mr Grose is looking into selling locally brewed beer.

###### Armed Forces Week – 27<sup>th</sup> June to 4<sup>th</sup> July

A flag flying ceremony will take place on Saturday 27<sup>th</sup> June at Montargis Terrace at 11.00am.

Crowborough Royal British Legion will be represented and its standard will be on parade together with local cadet units who will also parade their standards.

## Summer Fair – 11<sup>th</sup> July

36 stalls have been booked.

'The Great Crowborough Cake Off' is gathering momentum and will be taking place.

Full event information, together with a plan of Area 1 and gate passes, will be sent to all involved in the event from week beginning 11<sup>th</sup> May.

## **TWINNING WITH HORWICH**

### **Report on 25<sup>th</sup> anniversary events**

Cllr Richard Silvester, Town Mayor of Horwich, and Cllr Ron Reed, Town Mayor of Crowborough signed the 25<sup>th</sup> anniversary charter at the full council meeting held on the 10<sup>th</sup> March in the Town Hall in Crowborough. Cllr Silvester was presented with a painting of Crowborough Cross by a local artist.

Cllr Ron Reed travelled to Horwich, accompanied by Cllr Elizabeth Fermor and Cllr Philip Fermor, on the 19<sup>th</sup> March to sign the anniversary charter in Horwich.

### Sporting events

Arrangements are in hand to welcome a group of cyclists from Horwich 15<sup>th</sup> May. There may also be a football match taking place in August.

## **COMMUNICATIONS**

### **Newsletter**

Issue 2 will be distributed at the end of April.

The copy deadline for the next issue of the newsletter will be 26<sup>th</sup> May.

### **Website**

For the month to 6<sup>th</sup> April there were 3037 visits to the Council's website. The consultation on the proposal to purchase the Pine Grove offices featured on the Council's website and 1034 valid responses were received online.

Social media continues to provide an effective method of engagement with members of the public. An article on the Cllr vacancies to be filled by co-option was viewed by 208 people on Facebook on the first day.