

Minutes of a meeting of the **COMMUNICATIONS and EVENTS** Committee held at the Council Offices, Pine Grove, Crowborough on Tuesday 18th October 2022 at 7.30pm

Present	Councillors	Alison Arthur	
		Mike Cooke*	
		Martyn Garrett*	
		Kay Moss	
		David Neeves	
		Gareth Owen-Williams*	Vice – Chairperson
		Alan Penney	
		Ron Reed*	
		Matthew Street	Chairperson
		Natalie Whittle	
Also present		Melanie Street	Town Clerk
		Peter Cunnington	Operations Manager
		Mia Kelly	Events Coordinator

One member of the public

*Denotes non attendance

A member of the public addressed the committee regarding the stalls provided at Crowfest and at other CTC events. The stalls provided were not accommodating as far as older people were concerned. Due to being unable to remove the backs of the stalls and the trestle tables provided at the front of the stalls it was difficult to manoeuvre your way out. Stall holders should also not be asked to provide their own chairs etc as it was difficult for the older person to carry these items to the stall. Stalls provided at Crowfest were also difficult to access as cars were not allowed on the field.

It was noted that the stalls were provided free of charge to charities and that alternatives had been looked at but the cost was prohibitive. In terms of access to the field, vehicles are not allowed on the running track. However, there may be different options if the event takes place again.

APOLOGIES

Cllr Mike Cooke
Cllr Martyn Garrett
Cllr Ron Reed

DECLARATIONS OF INTEREST

None

MINUTES

Minutes of the meeting of 14th June 2022

9915 **RESOLVED** that the Minutes of the meetings held on 14th June 2022 as confirmed be ratified by the Chairman.

EVENTSTo note the officer's report on events for 2022

Members noted the report.

It was confirmed by the Events Co-ordinator that the layout for the display will be the same as last year. Members asked that the starting time of 7.15pm for the event is well-publicised.

It was confirmed that the Crowborough Players would be turning on the Xmas lights this year.

Members asked that it was made clear that everyone attending the Civic Carol Service would be welcome to attend the reception after the service.

To note the officer's report on Crowfest and agree any action

Members noted the report.

The committee thanked the Operations Manager, the Events Co-ordinator, and the team for all their hard work in producing Crowfest. It was the first time that the Council had put on an event on that scale and the hundreds of positive comments were testament to how well it was received by the people of Crowborough.

There were some issues that should be addressed should the event take place again.

Access to the bottom field was problematic due to the gate on the running track being closed.

The music was not heard on the bottom field so people visiting that area may have felt cut off from the main event.

There should be a water station rather than the giving out of free water bottles.

More signage needed to direct people to the bottom field where the food stalls were.

Bouncy castles should not be placed near food stalls due to the fumes and noise from generators.

It was agreed that the Eco-hub was very busy due to the amount of people visiting the event and that rather than holding an eco-exhibition an eco -hub should be part of either the Summer Fair or Crowfest.

It was agreed that Crowfest was expensive to put on and costs could be reduced by making a charge to attend or by sponsorship. Sponsorship of the event would need to be agreed by Full Council as this would be moving away from the Council's policy not to endorse commercial businesses.

It was noted that due to funding, Crowfest could not take place every year.

However, it was agreed that holding the Summer Fair and Crowfest on alternate years may be the best way forward.

To note the proposal for the programme of Events for 2023 and agree further action

It was noted that the 5th November 2023 falls on a Sunday and traditionally no large firework displays take place on a Sunday.

- 9916 RESOLVED** to hold the Council's firework display for 2023 on Saturday 4th November.

It was agreed that the Council needed to mark the King's Coronation taking place on Saturday 6th May 2023. The Events Co-ordinator would like to set up a large screen on Goldsmiths for people to view the Coronation together with providing other activities on site. It was noted that an additional way to mark the historical event would be to erect Crowns on the markers for the Boundary walk which would be taking place on 14th May.

- 9917 RESOLVED** to permit the Events Co-ordinator to pay deposits as required for the King's Coronation event from the C & E budget 2022/23

It was noted that the Council does not have the staff resources to organise 3 events within such close proximity of each other and that rather than holding the Sussex Day event it could be acknowledged with the Town Crier reading the Sussex Charter.

- 9918 RESOLVED** to accept the programme of events for 2023 with the Coronation celebration taking place on the 6th May and the Summer Fair on the 15th July.

To note the officer's report on the annual firework display and agree any action

It was noted that the cost of the options to traditional fireworks was prohibitive at the moment but that as technology improved the cost of the alternatives would reduce. It was important to keep reviewing the alternatives to traditional fireworks with the Council's chosen provider.

The Town's firework display was a safer option than residents hosting displays in their own gardens. In addition to this, local animals would be disturbed by many displays taking place throughout the evening rather than one major event in the Town.

It was proposed to continue with traditional fireworks for the next three years.

A recorded vote was requested.

FOR: Cllr Everitt
Cllr Kay Moss
Cllr Neeves
Cllr Penney
Cllr Street
Cllr Whittle

AGAINST: Cllr Arthur

The motion was carried.

- 9919 RESOLVED** to have traditional fireworks from 2023 -2026.

TOWN MAP

To note the report and agree further action

The committee thanked Cllr Garrett for his work on listing the new roads in the Town.

- 9920 RESOLVED** to go ahead with producing the new town map and to donate £150 to the cartographer along with a formal letter of thanks from the Council.

POSTER BOARD CHARGE REVIEW

To note the officer's report and agree further action

- 9921 RESOLVED** to keep the poster board prices the same as 2022/23

PROMOTION OF MAYORAL ACTIVITIES

To note the proposal and agree any action

It was noted that the Council needed to be more proactive in terms of social media and that the residents of Crowborough may not be aware of all the events attended by the Mayor. The information is currently uploaded to the Mayor's page on the Council's website and also on Facebook. This could be widened to include other social media platforms, Crowborough Life and Crowborough Watch.

The Clerk asked members to note that the Council does not have the staff resources to administrate an account specifically for the Mayor.

It was agreed that officers would upload information to the existing accounts and that the Mayor would provide photographs of events attended.

ASHDOWN RADIO

To note the officer's report and agree any action

It was agreed that Cllr Whittle would attend the interview on the 17th November and that the remit would be to talk about the forthcoming events and the events planned for 2023.

FINANCIAL MATTERS

To note the finance report and agree any action

Members noted the current income and expenditure.

Members noted the Earmarked Reserves.

Members agreed that as the eco-exhibition would now be an eco -hub at the Town's events that the EMR for the eco exhibition should be moved to the C & E budget for 2023/4 under the heading eco-hub.

The EMR for the website should remain as this has been earmarked towards the cost of a new website.

- 9922 RESOLVED** to move the eco exhibition EMR of £7,000 to the committee budget for 2023/4

To note the Budget report for 2023/24 and agree any actions

It was agreed that as the Council would not be having a Sussex Day event for 2023/4 the figure budgeted for 2023/4 is reduced to £250.

The eco -hub figure for £7,000 would be included in the budget for 2023/4 under a separate code as noted.

9923 RESOLVED to recommend the C & E budget 2023/4 and projected budgets for 2024/25 and 2025/6 to F & GP as part of the Full Council budget with the amendments noted.

URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING

None

The meeting closed at 21: 05hrs