

Minutes of a meeting of the **COMMUNICATIONS and EVENTS** Committee held at the Council Offices, Pine Grove, Crowborough on Tuesday 13th June 2023 at 7.30pm

Present	Councillors	Alison Arthur Martyn Garrett Martyn Everitt Kay Moss Alan Penney Matthew Street Neil Waller Natalie Whittle	Vice Chairperson Chairperson
Also present		Melanie Street Mia Kelly Tracie White	Deputy Clerk Events Manager Minute Taking Administrator

*Denotes non attendance

Eight members of public in the council chamber
One member of public online

PUBLIC PARTICIPATION

The Town Mayor presented Sewing Crow-Bees with a Civic Award and thanked them for their hard work raising money for a variety of local charities.

Eight members of public left the chamber at 19:35 hrs.

APOLOGIES

None

DECLARATIONS OF INTEREST

Cllr Kay Moss declared a personal interest in Item 5.2 as she lives close to Goldsmiths Recreation Ground.

MINUTES

Minutes of the meeting of 4th April and 16th May 2023

10145 RESOLVED that the Minutes of the meetings of 4th April and 16th May 2023 as confirmed be ratified by the Chairman.

FINANCIAL MATTERSTo note the finance report and agree any action

Members noted the current income and expenditure. Members noted the Earmarked Reserves.

EVENTSTo note the officer's report on events for 2023 and agree any action.

The Events Manager reviewed the past and upcoming events verbally.

The Coronation event at Goldsmiths had a lower turnout than expected but this was due to the poor weather conditions on the day. The Chairperson thanked all members of staff involved for their hard work with the event.

The Boundary Walk had one hundred and eleven participants. For the first time, single use plastic bottles were not provided and there were no complaints received regarding this. Paper certificates were also no longer issued to save on paper with electronic copies being emailed to those participants that requested copies.

Sussex Day is due to take place on Friday 16th June. The All-Saints Church bell will be rung at 09:00hrs with a flag due to be raised at the same time. At 16:00hrs a Town Crier will ring a bell on Chapel Green followed by trumpeters from First Crowborough Scouts. The event has been advertised on the council's social media platforms.

The Summer Fair is due to take place on 15th July on Eridge field using the same format from previous years to include food vendors, an arena for BMX, martial arts, and dance academy presentations in addition to a dog show. The official opening of the bike track will also take place with a variety of special activities planned.

A member enquired whether the local WI would be providing tea and coffee refreshments and if the Horticultural Society would be in attendance. The Events Manager agreed to liaise with them to check their availability and interest.

The firework display is due to be held on Saturday 4th November this year. The Town Council has been approached by Bensons Funfair of Burgess Hill to enquire whether it would allow a small family funfair to occur in conjunction with the event.

Members discussed options and agreed that Eridge Field could be utilised for a funfair on this date subject to the ground being in suitable condition as determined by members of the grounds team the day prior to the event. In addition, the council stipulated a half day event only with the site being left clear from litter at the end of the hire period.

10146 RESOLVED that Bensons Funfair be permitted to hire Eridge Field on Saturday 4th November 2023 to hold a small funfair from 14:00 to 19:00hrs subject to the usual terms, conditions and fees for hire, and that the hire can only go ahead if the council's grounds team agree the condition of the ground is acceptable and that the site is left in the same condition it was hired.

A member of public joined online at 19:45hrs.

To note the officer's report on Crowfest 2024 and agree any action.

Members discussed the officer's report. A discussion took place regarding whether or not to hold another event, in which year an event may take place, whether any potential event should be free to attend or ticketed, whether or not charging to park cars would result in additional on-road parking in the vicinity, what financial risk may be incurred by the council and how any such risk could be mitigated, and whether any potential event could include other arts as well as music. The committee noted that the 2022 event had attracted several hundred positive comments from those attending and were keen to discuss this item in more depth. It was agreed that officers, including the Responsible Finance Officer, would investigate the costings and how the event could be funded. This would be done for a 2- and 3-day ticketed event, as well as a free to attend event such as the one held in 2022.

TENDER DOCUMENTS

To note the tenders for the annual firework display and agree any further action.

Members discussed the tenders presented. It was agreed that Phoenix Fireworks be supported based on the tender evaluation process.

- 10147 RESOLVED** to appoint Phoenix Fireworks to design, supply and carry out the town council's fireworks display for 2023, 2024 and 2025 at a cost of £68,000.

To note the tenders for the Christmas lights and agree any further action.

Members discussed the tender pack information. It was agreed that the option to change the design annually was most appealing.

- 10148 RESOLVED** to appoint Festive Decorations as the service provider for the Town Council Christmas lights for 2023, 2024 and 2025 at a cost of £44,000.

BEACON ACADEMY SCHOOL COUNCIL INVITATION

To note the verbal proposal by a member of the committee and agree any action.

Beacon Academy had asked the Town Council whether it would consider facilitating a meeting between school council members and current serving town councillors. Members agreed that this was a worthwhile proposal and asked the Deputy Clerk to liaise with Beacon to find a suitable date.

TOWN MAP

The final draft of the Town Map was noted.

URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING

None

The meeting closed at 20:32hrs.