

**Thorpe St Andrew Town Council
Minutes of the Events and Media Committee
held on 24 July 2019 at 7.45pm**

1 ELECTION OF CHAIRMAN

It was proposed, seconded and

RESOLVED that Mr J Emsell be elected as Chairman.

2 ELECTION OF VICE CHAIRMAN

It was proposed, seconded and

RESOLVED that Miss S Lawn be elected as Vice-Chairman.

3 Present: Mr J Emsell (Chairman)

Ms L Dawson	Mrs J Fisher	Mr J Fisher	Fth James
Miss S Lawn	Mr L Reeves	Mr S Snelling	

Apologies: Mr G Lawton and Mr J Ward

In attendance:

Mrs F Bass (Deputy Town Clerk) Mrs D Matthews (Committee Officer)

It was **AGREED** to co-opt the following members to the committee subject to them confirming they wished to continue: Ms L Dawson, Ms A Day, Fth James, Mr G Lawton and Ms I Munday.

4 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

None made.

5 MINUTES

The minutes of the meeting held on 25 March 2019 were agreed and signed as a true record subject to the name Lawes being changed to Lawton in the paragraph relating to the review of Christmas lights on the first page.

Christmas cards – it was noted there had not been a huge response to the invitation to submit photos for the Christmas card and it was **AGREED** to continue to see if any other Christmas themed / snow themed photos of the Town were available.

Canada Day celebration – Mr Emsell **AGREED** to clarify if any celebration would take place prior to the start of the next Town Council meeting.

Accounts update – it appeared that the net cost of the St George's Day event was likely to be in the region of £900 - £970 and it was **AGREED** to consider the updated accounts for the event at the next meeting.

Lord Mayor's Procession – this had been discussed with Zero Taxis who, despite being very interested and keen to be involved, were not sure at this stage how this

could be taken forward. No further action at the present time.

6 WEBSITE PHOTOGRAPHS PRESENTATION

Members viewed the photographs submitted so far and were generally happy with most subject to the following:

- Red flowers on the roundabout – change to a photo of blue flowers and greener grass
- Add a photo showing the Canadian flag
- Remove the summer gazebo picture
- Remove the snow scene with the boat and the river
- Replace the first snow / church photograph with one showing the whole of the church tower
- Remove the “cage” funfair picture and replace with a more subtle one
- Replace the Knights photo with a more active one
- Include a photo of Nannies Cakes and The Cottage
- Include photos of the parks / children’s play equipment

Mrs Bass **AGREED** to contact all members to see if they had any photos to add to the collection / replace those identified and to contact the restaurants to see if they had any promotional photographs of their venues to include.

Fth James **AGREED** to approach Mr George regarding some suitable photos.

It was **AGREED** that subject to the above, there was no need to engage a professional photographer

7 CHRISTMAS EVENT DATE

The preferred date for this event was still the first Sunday in December but, having regard to the dates for Norwich City FC home games around the beginning of December and the potential for clashes it was **AGREED** that the only realistic option for this year’s Christmas event date was **24 November 2019**. Members were advised of initial discussions which had taken place with a supplier of a mobile staging unit which included large screens and sound, regarding the potential for use at the Christmas event and other events. The supplier was keen to work with the Council and to seek sponsorship (including the Made in Thorpe businesses) towards the cost of the staging and potentially cover any shortfall in costs for the initial event. Members **AGREED** it was worthwhile having further discussions with the supplier regarding the detailed proposal and the now agreed date.

DATE OF NEXT MEETING

To be confirmed.

Agenda items to include: Fireworks, Christmas Lights Event, St George’s Day Accounts, Remembrance celebration, Christmas Cards, Website Update.

The meeting closed at 8:50pm

Signed:

Dated: