



THORPE ST ANDREW TOWN COUNCIL

## EVENTS AND MEDIA COMMITTEE MEETING

Monday 27<sup>th</sup> September 2021, 7:30pm

Roxley Hall, Yarmouth Road, NR7 0QF

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### AGENDA

22.09.21

#### **To all members of the Events and Media Committee**

You are hereby summoned to attend the Events and Media Committee meeting of Thorpe St Andrew Town Council to be held at Roxley Hall on 27<sup>th</sup> September 2021 at 7.30pm for the purpose of transacting the following business:

*Foreman*

Thomas Foreman Clerk to the Council

- 1 **Attendance and Apologies for Absence**
- 2 **Declarations of Interest in Items on the Agenda**
- 3 **To Confirm the Minutes of the Meeting held on 1<sup>st</sup> September 2021**
- 4 **Fireworks Update**
- 5 **Christmas Update**
- 6 **Halloween Trail Update**
- 7 **Date of next meeting – to be confirmed**

**Thorpe St Andrew Town Council  
Minutes of the Events and Media Committee Meeting  
held on 1<sup>st</sup> September 2021 at 7.30pm**

**1. ATTENDANCE AND APOLOGIES FOR ABSENCE**

**Present:**

Mr J Emsell (Chairman)	Miss S Lawn	Mrs J Fisher	Mr S Snelling
Mr L Reeves	Fr J Stewart	Mrs I Munday	Mr J Ward
Mr J Fisher			

**In attendance:**

Dr T Foreman (Town Clerk)      Mrs R McCarthy (Admin Officer)  
Ms V Watson Brown (Local Flavours)

**Apologies:** Mr G Lawton, Mrs L Dawson

**2. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

None

**3. MINUTES OF COMMITTEE MEETING HELD ON 28<sup>th</sup> JULY 2021**

The minutes of the meeting held 28<sup>th</sup> July 2021 were agreed as a true record and signed by the Chairman. The Chairman also acknowledged that the Community Picnic had been very successful and well attended.

**4. CHRISTMAS ARRANGEMENTS 2021**

In line with the NCFC football fixtures, the weekend of 4<sup>th</sup> & 5<sup>th</sup> December was given as the date for a Christmas event.

Valerie Watson Brown presented the “Local Flavours” initiative and the various ‘zones’ which could be provided for a Town Council event. It was confirmed this would carry no cost for Council, that the Town Council could chose which zones they would like and that overall control of the event would be retained. Set-up would be the day before and overnight security provided.

Following extensive discussion, it was **RESOLVED** to engage further with Local Flavours with a view to hosting a bigger commercial event at Fitzmaurice Park, and a more traditional event on the afternoon of Sunday 5<sup>th</sup> December at River Green. **All in favour.**

**5. FIREWORKS UPDATE**

It was confirmed that previous supplier “Titanium” had been appointed to provide the display at a cost of £3,500 (+ VAT), to keep the display consistent when other elements of the event were changing.

**6. STREET FOOD UPDATE**

The Admin Officer presented the proposal to host a Streetfood Event on Sunday 3<sup>rd</sup> October. It was **RESOLVED** to hold the event from 12:00pm-7:00pm at Fitzmaurice Park. **All in favour.**

**7. HALLOWEEN**

Cllr Lawn outlined the desire to host a community Halloween event, such as a Pumpkin Trail, as a Woodland Walk and/or using the website mapping software. Officers to research and bring to the next meeting.

**8. POPPY TRAIL**

The Admin Officer presented the progress of the Poppy Trail which received widespread support.

*There being no other business, the meeting closed at 9.15pm*

**NEXT MEETING: Monday 27<sup>th</sup> September 2021 at 7:30pm**

*Signed: ..... Dated: .....*