

**KIDDERMINSTER TOWN COUNCIL
CIVIC AND EVENTS COMMITTEE**

**Minutes of the meeting held at 6pm on Thursday 11th July 2024
in the Kidderminster Room, Wyre Forest House**

Present:

Councillor M. Rayner (Chair)
Councillor D. Round (Vice Chair)
Councillor L. Carroll (substitute for Councillor B. Connor)
Councillor S. Hollands (substitute for Councillor N. Gale)
Councillor D. Chambers
Councillor S. Miah

In Attendance:

Councillor G. Connolly (Mayor of Kidderminster)
Laura Thomas, Civic, Communities and Events Manager (Interim)
Hugh Peacocke, Chief Executive

Absent:

1. APOLOGIES FOR ABSENCE

Councillor J. Aston
Councillor B. Connor (substitute in attendance Councillor L. Carroll)
Councillor N. Gale (substitute in attendance Councillor S. Hollands)

2. DECLARATIONS OF INTEREST

Nil

3. MINUTES

RESOLVED: to approve the minutes of the Events Committee meeting held on Thursday 14th March 2024.

4. TERMS OF REFERENCE

Members noted and agreed the Terms of Reference.

5. PUBLIC QUESTION TIME

Nil

6. CALENDAR OF EVENTS

Members noted the Events approved in principle by Full Council on 26th June 2024.

6.1. Remembrance Sunday – Sunday 10th November 2024

Members agreed Civic and Events Committee Members, individuals, organisations, and partners to be included in the organisation and planning

of the Remembrance Sunday Event. Road closure application is to be submitted.

RESOLVED: To commence planning and discussions in preparation of the Remembrance Event and add to Work Programme for discussion at the next meeting of the Committee on 11th September 2024.

6.2. Christmas Lights Switch On – Saturday 16th November 2024

Regarding the Christmas lights provision and switch-on event, it was noted that the Council would meet with the BID to agree arrangements for the switch-on event, including joint publicity, details of all other partners involved, use of Town Council logo on publicity, details of all food and drinks vendors and entertainment arranged, the exact location of the switch-on event and the timing of the event and associated activities.

RESOLVED: To receive an update regarding arrangements and add to Work Programme for discussion at the next meeting of the Civic and Events Committee on 11th September before the Council makes any financial commitments. The Christmas Tree to be lit at the same time as the Light Switch on, as in previous years, and to be adequately decorated in partnership with the Kidderminster BID.

6.3. Santa in the Town – Saturday 7th December 2024

Members were informed that Peter Picken had reluctantly decided that he would no longer be taking up his role, which he has done for many years, as Father Christmas.

Members expressed willingness to participate in the event, as in previous years.

RESOLVED: The Civic, Communities and Events Manager to proceed with planning of the Santa in the Town Event. Councillor Chambers to look into replacement Santa for this event.

Councillor S. Hollands gave apologies and left meeting: 6.32pm

6.4. Mayor's Sunday

Members noted and discussed the importance of the Mayor's Sunday Event.

RESOLVED: The Mayor and Civic, Communities and Events Manager discuss details and proceed with the planning of this event to be held at St Mary and All Saints Church, Kidderminster.

6.5. Mayor's Community Christmas Service

Members noted and discussed the importance of the Mayor's Community Christmas Event.

RESOLVED: The Mayor and Civic, Communities and Events Manager discuss details and proceed with the planning of this event to be held at St Mary and All Saints Church, Kidderminster to coincide with the church's Christmas Service.

6.6. Other Community Events

Members considered the events proposed at the meeting of the Full Council on Wednesday 26th July.

RESOLVED: Following discussion members agreed to proceed with two events. It was decided to commence early enquiries and planning of a Sheep Trail and Celebration of Cultures and that these items be on the agenda for the September meeting. Councillor Chambers to investigate Sheep Fest.

6.7. VE Day 80th Anniversary

RESOLVED: To commemorate VE Day 80th Anniversary, which falls within this Municipal Year (next Financial Year) on 8th May 2025 be added to the Calendar of Events, to be included in the Committee's budget requirements for 24/25.

7. YOUTH MAYOR

RESOLVED: That the Council supports a Youth Mayor for Kidderminster and requests Wyre Forest Youth Forum to progress the matter.

8. COMMUNITY EVENTS GRANT FUNDING UPDATE

8.1. Members noted the contents of Appendix 4 detailing final accounts for Grants Paid via the Community Events Grant Fund for 2023/2024.

8.2. Members were updated on the status of the Community Events Grant Funding Application for 2024/2025.

RESOLVED: Members noted Wyre Forest District Council have granted £2,000 to Kidderminster Town Council to support local Community Events.

Kidderminster Town Council is to undertake these events. Members agreed funding be used to support a Sheep Trail and Celebration of Cultures.

9. ANY OTHER BUSINESS

Forward Work Programme, noted, as amended above.

Add Mayor's Protocol, etc for September meeting.

RESOLVED: Members agreed items for discussion at the next meeting.

Councillor G. Connolly, Mayor of Kidderminster gave apologies and left meeting: 7.09pm

Meeting closed 7.10pm

Signed: Date: