

DOWNHAM MARKET TOWN COUNCIL

MINUTES OF THE COMMUNITY DEVELOPMENT AND EVENTS COMMITTEE

7 MARCH 2023 AT 6pm

In the Town Council offices

	<p>Present Cllrs: Leivers (Chair), Buxton, Lane, Daymond, Pennington The Mayor, Cllr Pyatt Tina Griffin – Administrator</p>
Number	Item
1	<p>To receive Members’ Apologies for Absence Apologies were received and accepted from Cllr Lewis.</p>
2	<p>To receive Members’ Declarations of Interest There were no declarations of interest.</p>
3	<p>To approve the minutes of the previous meeting of the Community Development & Events Committee held on 14 February 2023</p> <p>Proposed: Cllr Lane Seconded: Cllr Buxton All In Favour ‘That the minutes of the Community Development & Events Committee meeting held on 14th February 2023 be approved’</p>
4	<p>Public Participation – 15 minutes allowed There were no members of the public present. The Mayor asked what if there any plans for the free cinema to continue. Members were advised that the Community Hub finishes at the end of March and on that basis the Council could not offer further films free of charge. Members considered the options and expressed a wish to show two films for children over the Easter Holidays, but only if the volunteers and funding were in place. The Administrator agreed to discuss the possibilities further with the Town Clerk.</p>
5	<p>To discuss the Running Club and agree actions – Cllr Lane Cllr Lane reported no further progress, and withdrew this item.</p>
6	<p>To discuss and agree actions for the Coronation Sunday celebrations After long and detailed discussion based on the suggestions from the working group meeting held on 23rd February 2023, Members agreed the following:</p> <ul style="list-style-type: none"> • Funfair – office to book one ride, with potential for another subject to funding. • Bunting – the office to investigate what we already have and subject to funding, purchase some which will be more impactful. • Street Food stalls – office to approach traders who have previously worked with the Council – aim for 4 -5 street food vendors aimed at adult members of the crowd, bearing in mind many families will likely bring their own picnic. Offer

	<p>pitches free of charge, but ask for minimum £10 donation if they are successful on the day.</p> <ul style="list-style-type: none"> • Music – office to book JR Light & Sound based on the quote of £300. • Gift for children – Cllrs liked the idea for a souvenir packet of seeds suggested by Cllr Buxton – it was decided that this would be kept in reserve should further funding become available. • Games – it was decided that the pavement chess game be set up on the day subject to space available • Cakes – Cllr Buxton agreed to approach bakers in town to obtain a price for say 200/300 cupcakes with coronation decoration • Competitions – Cllr Pennington agreed to organise and run the decorated cake competition; Cllr Leivers agreed to co-ordinate the Best Window competition with support from the office; Cllr Leivers agreed to organise and run the fancy dress competition. Themes to be ‘The King’s Coronation’. Photos to be taken to ensure the winners can be publicly congratulated eg in the press or online. • Facepainter – office to book the local facepainter and provide space on the same basis as for the street food vendors. • Craft activities – colouring on a Coronation theme to be available for children especially in case of inclement weather. • Town Hall – this to be kept reasonably empty should the event need to be brought indoors. Gazebos to be available for outside picnics. To receive an update from Blackfield Creative if available • Road closure/security – this was agreed as necessary – office to organise. Cllr Lievers agreed to deliver letters to residents to warn of the closure. • Barriers – not required if road is closed. • First Aid – office to book St John’s Ambulance • Escape Room – to be offered same terms as street food vendors. • Church’s Together – office to approach to see if they wished to work with the Council on the picnic. • DADS offer to attend – it was agreed that their offer would be declined this time but their involvement in future events, if offered, would be considered. <p>Proposed Cllr Lane Seconded Cllr Leivers All in favour ‘That the above be actioned in preparation for the Coronation event, with further consideration should additional funding be forthcoming.’</p>
7	<p>To consider involvement with East Anglia Women in Business and agree actions Following discussion, no member put themselves forward for this.</p>
8	<p>To consider request to support Business networking events and agree actions Proposed Cllr Buxton Seconded Cllr Leivers All in favour ‘That Property Committee be asked if they would offer a venue free of charge as the Council’s support for Business networking events in town. If granted, Administrator to liaise further with the person requesting the Council’s involvement, with the aim of furthering the committee’s Economic Development remit’</p>

