

DOWNHAM MARKET TOWN COUNCIL

MINUTES OF THE COMMUNITY DEVELOPMENT AND EVENTS COMMITTEE

4 APRIL 2023 AT 6pm

In the Town Council offices

	<p>Present Cllrs: Leivers (Chair), Bet Moyses , Lane, Daymond, Buxton (arrived 6.30pm) Tina Griffin – Deputy Clerk</p>
Number	Item
1	<p>To receive Members’ Apologies for Absence Apologies were received and accepted from Cllr Lewis and Cllr Hobbs</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 Daymond Seconded: Cllr Lane All In Favour ‘That the minutes of the Community Development & Events Committee meeting held on 7 March 2023 be approved’</p>
4	<p>Public Participation – 15 minutes allowed There were no members of the public present.</p>
5	<p>To discuss and agree actions for the Coronation Sunday celebrations <i>This item was moved to later on the agenda to enable Cllr Buxton to participate.</i></p> <p>The recommendations of the Coronation Working Group meeting held on 22 March 2023 were discussed agreed. Members further decided the following:</p> <p>To decline the offer of a Punch and Judy show instead of the Balloon Modeller who is now not available. To investigate a Coronation Photo Booth and assess costs Music – to engage JR Light & Sound to provide a DJ and to provide music to both Market and Town Squares. To be moved inside if weather is bad. Offer of free uplighters inside the Grand Hall was accepted. Live Stream – to ask JR Light & Sound to assess the wifi capabilities at the Town Hall with a view to possibly live streaming the event on YouTube. Cakes – quotes for cupcakes with a Coronation theme are being sought. Packets of seeds – these have been ordered – agreed Cllr Buxton would distribute to the children present at the event. Fancy Dress competition – Cllr Leivers has three prizes for the winners.</p>

	<p>Decorated cake competition – Cllr Lane in conjunction with Cllr Pennington if present will judge the competition.</p> <p>Best dressed window competition – letters inviting businesses to take part will be distributed soon by Cllr Leivers.</p> <p>Letters to residents warning of road closure – Cllr Leivers volunteered to distribute these soon.</p> <p>Poster – try to make better contrast of colours and emphasise the free elements of the event.</p> <p>Facepainter – Members wish to offer a free service for children subject to costs.</p> <p>Press Release – office to liaise with Lynn News/EDP/YLP – event is on the tourism website already.</p> <p>Proposed Cllr Lane Seconded Cllr Leivers All in favour</p> <p>‘That the recommendations of the Coronation Working Group and the above be actioned in preparation for the Coronation event’</p>
6	<p>To update on Council support for Business networking events and agree actions if any.</p> <p>Members were advised that Property Committee had agreed the provision of a free meeting space at the Town Hall once a month until March 2024. The office has been liaising with the organiser over dates and has offered support with making contacts as required.</p>
7	<p>To review recent events including St Winnold’s and Mayor’s at Home</p> <p>Members agreed both events had been very successful and special mention was made of the catering at the Mayor’s at Home event. Cllr Bet Moyses said that the traders were pleased that the horses were able to walk around the market which made them feel part of the event. Riding for the Disabled have expressed interest in having a stand on the Town Square to raise funds after the parade.</p>
8	<p>To discuss previous Borough Council Service Level Agreement 2023-2024</p> <p>Members were advised that an SLA exists for £1200 in respect of the Water Festival which ceased in 2019.</p> <p>Proposed Cllr Lane Seconded Cllr Leivers All in favour</p> <p>‘It was agreed that the office would enquire if the SLA could be transferred to either the St Winnolds event, or to the Christmas Lights event.’</p>
9	<p>To update and agree the Easter Community Cinema arrangements and discuss the future of the cinema</p> <p><i>Easter cinema</i></p> <p>It was confirmed that thanks to contributions from Morrisons and Tesco the Council is able to offer a free Easter egg to children attending the film on 5th April 2023, and if any are left to children attending on 12th April 2023. Cllrs Leivers and Lane will be in attendance.</p>

	<p><i>Future of cinema</i> Members discussed the difference that showing a film free of charge has made to the attendance figures eg 122 people attended ‘Mrs Harris goes to Paris’ over the matinee and evening performances.</p> <p>Proposed Cllr Leivers Seconded Cllr Bet Moyses All in favour ‘That the cinema budget for 2023-4 be allocated to showing three seasonal films free of charge ie one in the Summer holidays, one for Halloween, and one for Christmas. Films to be decided when the programme is available’</p>
10	<p>To consider an advert for the Festival guide Members discussed the possibilities of advertising in the programme, but decided that due to the timing of the Festival, this would not be needed this year.</p>
11	<p>Date of next meeting – to be advised following the reconstitution of committees in May.</p>
	<p>Signed _____</p> <p>Dated _____</p>