

DOWNHAM MARKET TOWN COUNCIL

MINUTES OF THE COMMUNITY DEVELOPMENT AND EVENTS COMMITTEE

10 JANUARY 2023 AT 7pm

In the Town Council offices

	<p>Present Cllrs: Leivers (Chair), Buxton, Hobbs, Lane, Lewis, Bet Moyses Tina Griffin - Administrator</p>
Number	Item
1	<p>To receive Members' Apologies for Absence Apologies were received and accepted from Cllr Daymond.</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 committee held on 16 November 2022</p> <p>Proposed: Cllr Lane Seconded: Cllr Buxton All In Favour 'That the minutes of the Community Development & Events Committee meeting held on 16 November 2022 be approved, subject to one minor amendment.'</p>
4	<p>Public Participation – 15 minutes allowed There were no members of the public present.</p>
5	<p>To review the Christmas Lights Switch On event and agree actions Members agreed that the event had been a huge success and thanks to a great team effort from Cllrs and staff it was even better attended than ever. The event had come in well under budget thanks to income from stall holders and donations.</p> <p>Santa : It was agreed that the Santa had been a great asset to the event and offered excellent value for money, joining the crowd after his grotto appearance and helping to switch on the lights. It was noted that a donation had been received which covered Santa's fee and the gifts, which enabled the Council to offer the visit free of charge to children.</p> <p>Members agreed that the location of the grotto was ideal, and noted that it proved essential to have volunteers managing the queue at the bottom of the stairs so that the waiting area did not become overcrowded. There were a few children who were unable to visit the grotto due to time constraints and this would be taken into account when the committee starts to plan for the 2023 event.</p> <p>Christmas tree: Members expressed a wish for a larger tree next year and it was agreed to liaise with the Borough Council in advance, or alternatively to explore sponsorship as an option. It was suggested that Cllrs could run a fundraising coffee morning to further support the additional lights it would need. It was agreed that the picket fencing had been an effective addition in preventing vandalism.</p>

6	<p>To discuss the viability of the Town Hall cinema (post March 2023) and agree actions Members discussed the attendance figures and the costs associated with running the cinema. It was noted that the next three films will be shown in conjunction with the Community Hub free of charge to residents, thanks to a Hot Spot grant, although the surround sound would incur a £100 charge.</p> <p>Opinions were divided with some Cllrs wishing to continue the cinema as a community resource, and others who considered the low attendance figures and costs a reason to discontinue.</p> <p>Proposed Cllr Lane Seconded Cllr Leivers All in favour 'To defer a decision about the longer term future of the cinema until after the free period and to run one additional children's film during the Easter Holidays.'</p>																																		
7	<p>To discuss the programme of events in 2023-24 and agree final budget request Members discussed each event in turn, re-evaluating the costs and looking for savings where possible.</p> <p>Proposed Cllr Lewis Seconded Cllr Lane All in favour 'To adjust the proposed event list as follows, revising the budget request accordingly'</p> <table data-bbox="284 1086 1324 2078"> <tr> <td>Community Fair</td> <td>Nil – Potential income from Tea / Coffee stall hire</td> </tr> <tr> <td>St Georges Day</td> <td>Nil - Flag raising only</td> </tr> <tr> <td>Coronation</td> <td>£2,000</td> </tr> <tr> <td>VE Day</td> <td>Nil– Flag Raising</td> </tr> <tr> <td>Armed Forces Day</td> <td>Nil– Flag Raising</td> </tr> <tr> <td>National Pride Day</td> <td>Nil– Flag Raising</td> </tr> <tr> <td>Local Heroes Award</td> <td>cancelled</td> </tr> <tr> <td>Street Food/Music/Drink</td> <td>cancelled</td> </tr> <tr> <td>Merchant Navy Day</td> <td>Nil – Flag Raising</td> </tr> <tr> <td>Meet the Mayor</td> <td>Mayor's Budget</td> </tr> <tr> <td>Stone Cross Memorial</td> <td>Mayor's Budget</td> </tr> <tr> <td>Halloween Fun Day</td> <td>£600</td> </tr> <tr> <td>Pause & Remember</td> <td>£100</td> </tr> <tr> <td>Remembrance Parade</td> <td>increased £1250 – Road Closure as police unable to assist</td> </tr> <tr> <td>Christmas Lights</td> <td>£1,500</td> </tr> <tr> <td>Craft Fairs</td> <td>Nil – Income from stall hire</td> </tr> <tr> <td>Festival Parade</td> <td>£200 – only if Council has a float</td> </tr> </table>	Community Fair	Nil – Potential income from Tea / Coffee stall hire	St Georges Day	Nil - Flag raising only	Coronation	£2,000	VE Day	Nil– Flag Raising	Armed Forces Day	Nil– Flag Raising	National Pride Day	Nil– Flag Raising	Local Heroes Award	cancelled	Street Food/Music/Drink	cancelled	Merchant Navy Day	Nil – Flag Raising	Meet the Mayor	Mayor's Budget	Stone Cross Memorial	Mayor's Budget	Halloween Fun Day	£600	Pause & Remember	£100	Remembrance Parade	increased £1250 – Road Closure as police unable to assist	Christmas Lights	£1,500	Craft Fairs	Nil – Income from stall hire	Festival Parade	£200 – only if Council has a float
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	<p>Kids 1 Mile Run Club cancelled</p> <p>Mayors Quiz cancelled</p> <p>St Winnolds Parade £1,500</p> <p>Mayors at Home £1,000</p> <p>Mayor's Civic Service If held - Mayor's Budget</p> <p>Town Crier £300</p> <p>Grants £5,000</p> <p>Community Cinema Maximum loss of £600 income v expenditure</p> <p>TOTAL £14,050</p> <p>The Chair thanked the committee for the taking some difficult decisions and hoped that this is recognised by Council when allocating the budget.</p>
8	<p>To discuss and generate ideas for a potential Youth Council.</p> <p>The Chair advised that she and the Clerk had met with Blackfield Creative which is working with the West Norfolk Youth Advisory Board, and it was agreed to await the outcome of their presentation to Full Council on 31st January 2023 to consider this further.</p>
9	<p>Date of next meeting</p> <p>14th February 2023 at 6pm in the Town Council offices</p>
	<p>Signed (Chair)..... Dated</p>