

DOWNHAM MARKET TOWN COUNCIL

MINUTES OF THE COMMUNITY DEVELOPMENT AND EVENTS COMMITTEE

6 February 2024 6pm

In the Town Hall, Bridge Street, Downham Market PE38 9DW

	<p>Present Cllrs: Buxton (Chair) Leivers, Daymond, Westrop</p> <p>1 member of the public</p> <p>Tina Griffin – Deputy Clerk Jo Andrews – Administrator</p>
No	Item
1	<p>To receive Members’ Apologies for Absence Apologies were received from Cllr Hobbs. No apologies were received from Cllr Bet Moyses.</p>
2	<p>To receive Members’ Declarations of Interest No pecuniary interests were declared.</p>
3	<p>To approve the minutes of the previous meeting of the Community Development & Events Committee held on 9 January 2024</p> <p>Proposed: Cllr Westrop Seconded: Cllr Daymond All In Favour</p> <p>‘That the minutes of the Community Development Committee meeting held on 9 January 2024 be approved.’</p>
4	<p>Public Participation – 15 minutes allowed</p> <p>The possibility of resurrecting the Water Festival was raised, however it was explained that this event had become more and more difficult to sustain both financially and in getting teams to take part.</p>
5	<p>To discuss the following events and agree actions:</p> <p>21.2.24 Joint DMTC – KLWNBC business meeting Cllr Leivers reported that the Borough would be printing leaflets for us to deliver around town to the business community. The Deputy Clerk said she would liaise around wording and timescales for delivery. The Chair noted that time is quite short now.</p>

22.3.24 St Winnolds Parade and support from the Borough

The Administrator updated Cllrs on the progress with arrangements and asked for a decision on the supplier for the breakfast, the contractor for the road closure, and for the provision of tablecloths.

It was confirmed that the Water Festival SLA for £1200 from the Borough has been transferred to the St Winnolds event and they were thanked for their support.

Morrisons was thanked for donating a £50 voucher for the supply of tea/coffee/juice etc for this and other events.

Proposed Cllr Leivers

Seconded Cllr Westrop

All in favour

‘That the less expensive quote be accepted from the supplier used last year – Cream me Up Scotty.’

Proposed Cllr Daymond

Seconded Cllr Westrop

All in Favour

‘That in light of the quote supplied and the difficulty in obtaining quotes from alternative contractors at a comparable price, Phoenix Security be confirmed as the road closure contractor for the event.’

Proposed Cllr Leivers

Seconded Cllr Daymond

All in favour

‘That in consideration of the lack of available non-plastic, suitably sized disposable tablecloths, and costs involved in purchasing/laundrying/storing reusable tablecloths, the quote from LouBear & Tops for tablecloth hire was accepted.

27.5.24 Downham Market Festival Carnival

The theme for this year was confirmed as ‘Carnival comes to Downham’, and it was agreed that the office would send an invitation to all Cllrs asking who would be interested in joining a group to help arrange a DMTC float for the carnival parade.

6.6.24 D Day Anniversary

It was agreed that as this event is fairly unique, a working party would be convened to generate ideas and support the organising of the event, using the national timetable as a resource. Cllrs Buxton, Daymond, Westrop and Leivers wished to be involved, but a general invitation to all Cllrs would be circulated.

28.6.24 National Pride Day

Tesco have offered to sponsor a small event on this day or an alternative date during Pride Month. It was noted that the intention was to just raise the flag this year, however Cllrs wished to invite Mr Taylor, the store’s Diversity & Inclusion Champion to the next meeting to discuss possibilities.

6	<p>To receive a report from the Christmas Lights review meeting 1.2.24 and agree actions</p> <p>Cllr received a report from the meeting highlighting changes suggested for the 2024 event.</p> <p>Proposed Cllr Leivers Seconded Cllr Westrop All in favour</p> <p>‘That the recommended changes be implemented for the 2024 event, and that ‘Santa’ be booked as soon as possible with discussions about the children’s gift later in the year.’</p> <p>JR Light and Sound was thanked for the offer of free barriers for the event.</p> <p>It was noted that previous sponsorships could not be relied upon to support the event this year and Cllrs agreed to explore alternative possibilities.</p>
7	<p>To consider marking the long service of the Town Crier and agree actions.</p> <p>The Administrator advised that this year marks 35 years’ service of the current Town Crier.</p> <p>Proposed Cllr Buxton Seconded Cllr Leivers All in favour</p> <p>‘That the anniversary should be marked in some way, but wished the Town Crier and/or his wife to be consulted before plans are made. Further discussions to take place at the next meeting.’</p>
8	<p>To receive an update on Tourism matters if any and agree actions</p> <p>The Deputy Clerk agreed to chase the quotes for improving the Information Point and the Priory Rd stone.</p> <p>Cllr Leivers reported that the next Tourism Forum is next week and she would report back at the next Full Council.</p>
9	<p>To agree date of next meeting – 5 March 2024</p>
	<p>Meeting closed at 7.10pm</p>
	<p>Signed _____ Dated _____</p>