

DOWNHAM MARKET TOWN COUNCIL

MINUTES OF THE COMMUNITY DEVELOPMENT AND EVENTS COMMITTEE HELD 5th OCTOBER 2022 AT 6pm In the Town Council offices

	Present Cllrs: Daymond, Leivers, Buxton, Lane, Hobbs Tina Griffin, Administrator
Number	Item
1	To receive Members' Apologies for Absence Cllrs Bet Moyses, Lewis, Pennington – apologies accepted
2	To receive Members' Declarations of Interest – none declared
3	To approve the minutes of the previous meeting of the Community Development & Events Committee held on 14 July 2022. Proposed Cllr Daymond Seconded Cllr Buxton All in favour 'That the minutes of the Community Development & Events Committee meeting held on 14 July 2022 be approved.'
4	Public Participation – 15 minutes allowed No public were present
5	To receive update from Halloween Working Party and agree actions Cllr Buxton (Chair Halloween Working Party) updated on plans for Halloween which is on Friday 28 th October 2022 10 – 2pm on the Town Square. Activities include – Facepainting Balloon modelling Pumpkin bowling (supported by Morrisons) Pass the Parcel Halloween crafts Fairground ride Candyfloss/donuts Music/bubbles Mascot – giant pumpkin Games on Town Square and Clock room (market stalls or gazebos needed) DADS have offered to dress up and will hopefully act as marshals Fancy dress competition – prizes are 2 x vouchers from AT Johnson, and the opportunity to turn on the Christmas lights. TG agreed to circulate the poster to local schools to promote the event. Cllr Lane has donated some sweets as prizes for the games, and Cllr Leivers said she would source some diabetic sweets, apples and oranges.

	Cllrs Pyatt, Sharman, Doyle, Wiles, Leivers and Lane have volunteered to assist on the day.
6	<p>To receive feedback on the ‘meet the Mayor/Cllrs’ event for local businesses and agree actions</p> <p>Cllr Leivers reported that the event had been very well received by those attending and there is a request that the Council runs the event twice a year. The committee reviewed the comments generated at the event, and agreed to look into creating a Tourist Information board in the Town Hall. Members looked at the suggestions with regards events and took them on board during discussions under item 13.</p>
7	<p>To receive feedback on the Mayor’s Quiz 30 September 2022 and agree actions</p> <p>Cllr Leivers reported that this had been a success with £441.10 raised for the Mayor’s charity, Downham Dementia Society and Café.</p>
8	<p>To discuss potential Local Heroes event and agree actions</p> <p>TG outlined the previous planned event which had been cancelled at the start of the pandemic. She added that Frances Rayner, who had been the initiator of the original event, had agreed to work with the Council again should the Local Heroes competition be run in the future. Cllrs felt this was still a good idea and agreed to include it in item 13.</p>
9	<p>To discuss ideas from the Christmas Lights Switch On working party</p> <p>The outline plans for Christmas Light event were discussed, the main differences being an expansion of the number of stalls spreading down Bridge St and along High St South. A craft fair will run in the Grand Hall from 10am.</p> <p>Cllr Leivers wished to add a ‘Best dressed window’ competition to encourage the public to visit shops further down Bridge St. This will be discussed when the working party next meets on 19th October 2022.</p>
10	<p>To discuss the viability of the Town Hall cinema and agree actions</p> <p>Cllrs considered the costs associated with running the cinema and the recent attendance numbers. Discussion followed on how to attract more people to attend. It was agreed to carry forward this item to the next agenda.</p>
11	<p>To discuss grants applications and agree actions</p> <p>Cllrs reviewed the one application received, which was from a local business. Cllrs noted that the Grants Policy states that ‘Applications will only be accepted from charitable, non-profit making organisations and community groups.’</p> <p>It was therefore</p> <p>Proposed: Cllr Lane Seconded: Cllr Daymond All in favour</p> <p>‘That the application for funding from The Old Gym Ltd, not be granted as it does not fit within the Grants Policy criteria.’</p>

12	<p>To update on Craft Fairs and agree actions</p> <p>TG reported that the 24.9.22 craft fair had benefitted from the drapes being in place making the hall look much more welcoming. Applications for the other two dates are steady, with 17 stallholders already wishing to attend the Christmas Lights craft fair. It was agreed that whilst COVID is still with us, we need to be careful about the number of stalls to avoid overcrowding.</p>
13	<p>To discuss initial ideas for events in 2023-24</p> <p>Cllrs agreed to plan for the following events:</p> <p>Local Heroes awards The Kings's Coronation (6.5.23) St Winnolds (March 2022) Christmas Lights (for further discussion – ice rink) Remembrance Community Fair Halloween Stone Cross memorial Meet the Mayor/Cllrs Music/beer/food festival (new event) Flag raisings as usual and to include Pride flag Running Club (March – October tbc)</p> <p>TG agreed to produce a draft programme and costings for the next meeting.</p>
14	<p>To review 2022-3 budget and discuss requests to be put forward for 2023-4 budget</p> <p>Carried forward to the next meeting once event costings have been produced.</p>
15	<p>Date of next meeting</p> <p>The next meeting will be held on 16th November 2022 at 6pm</p> <p>Closed</p>
	<p>Signed (Chair)..... Dated</p>