



PETERLEE TOWN COUNCIL

Date of Issue: 17TH July 2018

A meeting of the **EVENTS WORKING PARTY** will be held on **TUESDAY 24TH JULY 2018** IN **THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE** at **1.00PM**

Mr I Morris PSLCC, M.C.I.H, P.S.L.C.C.

Town Clerk

AGENDA

NB PLEASE NOTE THE MEETING IS IN THE AFTERNOON

1. Apologies for Absence

2. Notes from the last meetings held on 11th July 2018
To consider and agree the contents as a true and correct record.
(attached)

3. Sausage & Cider Event
To consider what the Town Council would want from the event, dates, potential deal etc.

4. Peterlee Show 1 & 2 September 2018

5. Events

- (a) HELD Service of Thanks, Shotton Hall, Sunday 15th July 2018, (Mayor's event)
- (b) HELD Big Brass concert, Shotton Hall, Monday 16th July 2018
- (c) Proms at Shotton Hall, Friday 7th September 2018, (Mayor's event)
- (d) Oktoberfest, 20th October 2018
- (e) Remembrance Day Service, Sunday 11 November 2018
- (f) Christmas Tree Lighting Event, 30th November 2018
- (g) New Year's Day
- (h) Burns Night, January 2019
- (i) 80's Extravaganza, Friday 15th February 2019, (Mayor's event)
- (j) Mardi Gras, Saturday 9th March 2019
- (k) Easter Egg Hunt Spring 2019, The Pavilion
- (l) Food Festival, Saturday 17th August 2019, Shotton Hall
- (m) Sunday lunches - update

To receive update reports & a de brief from those events held since the last meeting and to note and consider future events.

6. Date and Time of Next Meeting

It is suggested a special meeting be held on **Wednesday 22nd August 2018** at **10.00am** just to meet with Jon Paul Montgomery, James Dean Events, Festival & Events Management (Sausage & Cider).

THE MINUTES OF THE MEETING OF THE
EVENTS WORKING PARTY HELD IN THE COUNCIL CHAMBER, SHOTTON HALL,
PETERLEE ON WEDNESDAY 12TH JULY 2017 AT 1.00PM

PRESENT: COUN S MEIKLE (CHAIR)

Mesdame:-K Hawley

Messrs:- T Duffy, L Cook & A Watson

The Chairman advised Members of the committee that part of the meeting may be recorded by both audio and video, and it may be that photographs were taken.

1. Apologies for Absence

Apologies had been submitted and accepted from Councillor K Liddell, (work commitments). **AGREED the Council approve the reason, submitted for absence received from the Councillor Liddell, and her apologies for absence be recorded.**

2. To consider and discuss future events including:-

(a) Octoberfest, 28th October 2017, Shotton Hall

The Chair was keen to get the details of this event finalized. It was agreed that the Town Clerk and Facilities Manager would speak to the caterer and finalise the arrangements for food. The ticket price was agreed at £6.00 in advance and £7.50 on the door with a 3pm start until late. Along with the Oompah Band, (which was being sponsored by Evans Halshaw), there would also be a disco and entertainment.

(b) 20th October – Pink Tribute Act, Shotton Hall

Members considered the proposal given by Councillor Robinson to book Kayla, a Pink Tribute Act, who was available on the 20th October 2017 to perform at Shotton Hall. Members asked for further detail on the act and it was suggested this be discussed further at the next meeting.

(c) 1st December, Carol Service, Shotton Hall

It was suggested this be discussed in more detail at the next meeting. It was suggested it be checked this did not clash with the Town Centre light switch on.

(d) 8th, 9th, 15th & 16th December 2017 – Christmas Party Nights, Shotton Hall

Details were given on arrangements for these nights. The 8th, 15th & 16th were to be promoted as Christmas Party Disco Nights with a 2 course meal with tickets priced at £22.50 each. The 9th December was with an 80's band named "Zen" and a 3 course Christmas dinner with tickets priced at £30.00 each. There were to be Dance Yourself Dizzy Disco Nights offered also on various dates, (Thursday and Sundays) in December, with a disco and cold buffet, tickets at £14.50 each.

A Local Member offered to bring along the Santa Sleigh to raise monies for local charities, with a 50/50 split for the Mayor's Charity and other local charities.

(e) Events in November 2017

Mayor's Ball – Casino

The Facilities Manager reported he now had a price for a casino at £450.00.

Dates in November

It was asked which Friday/Saturday dates in November were free and it was reported Friday 10th was available. Two local members offered to source alive band to perform at Shotton Hall and they would report back to the next meeting.

(f) Marketing, publicity, social media etc

It was suggested there should be a display made at The Pavilion with leaflets of what was on and this needed to be kept up to date.

(g) Future events and ideas

- A Ladies Day
- Comedy Nights
- Mad Hatters Tea Party – Spring 2018
- Spin the Wheel Promotion at the Pavilion
- Pantomime – January 2018, the middle night of the school performances a ticket event be held open to all.

It was asked that those that had suggested various events prepare a proposal with costs, content and ticket price for the next meeting.

3. Date & Time of Next Meeting – 2nd August at 1.00pm, Shotton Hall