



PETERLEE TOWN COUNCIL

Date of Issue: 29th August 2023

Dear Councillor

You are invited to attend a meeting of the **Events Working Party** that shall be held on **Thursday 7th September 2023** in the **Brandling Suite**, Shotton Hall, Peterlee at **10.00am**

Items for discussion are as follows:-

1. Notes from the last meeting held on 15th March 2023
To consider and agree the contents as a true and correct record (attached)
2. Summer Fun Days and Fun and Food Events
Feedback
3. Emergency Services Day – 9th September
To provide details of the event
4. Civic Events
 - Proms in the Church, Saturday 9th September 2023, tickets £5.00
 - Civic Service, Sunday 24th September 2023 – all welcome
 - Dining Extravaganza, in partnership with East Durham College, Friday 3rd November 2023
 - Civic Carol Service, Monday 11th December 2023
5. October/Halloween Events
To provide details of proposed events
6. Christmas Craft Fayre, Saturday 25th November 2023, 10.30 – 2.30pm – Mr & Mrs Claus to attend
7. Proposed Dog Walking Event – May 2024
To discuss further and consider
8. Future Events
For ideas

Notes of the Events Working Party held on Wednesday 15th March 2023

Present at the meeting were:-

Councillors S Simpson, R Scott, K Hawley, D Hawley, K Liddell & D Howarth

Officers:- Mrs L Freeman, Mrs J Hugill, I Morris, Miss S Pounder & K Tweddle

The Working Party considered a list of suggested events for 2023/24 as follows:-

- (a) OAP Summer Garden Party, date to be agreed, Shotton Hall

It was **AGREED a Summer Event be organised for the over 60's on a date to be agreed with the Facilities Manager.**

- (b) Garden Competition – Judging Wednesday 12th July and Presentation Lunch Thursday 20th July 2023, Shotton Hall

The Corporate Services Manager reported entries in 2022 had increased on previous years and there were a number of new gardens entered. Feedback from the event had been very positive. It was **AGREED the Garden Competition be organized once again this year.**

- (c) Summer Fun Days – various dates and sites during the Summer school holidays

Members discussed the Fun Days suggested for Edenhill and two at Woodhouse Park and asked if it would be possible to add another Fun Day onto the programme to be held at The Pavilion/Helford Road. **AGREED that four Fun Days be planned at the areas discussed.**

- (d) Emergency Services Day – Saturday 9th September 2023, Shotton Hall

This event would coincide with National Services Day and discussions and plans were well advanced with the local Police and Fire & Rescue services. It was also hoped to have small fairground rides, various stalls, (Both charities and arts/crafts/artisan). The Corporate Services Manager asked if there should be perhaps a stage area where singers, the local college students etc might perform and this was agreed. It was asked if a price could be obtained for a marquee for on the lawn area. The lake would be fenced off for safety reasons. **AGREED a price be obtained for a marquee and this be considered further at the Council meeting.**

- (e) Halloween best dressed house/garden

A local resident had been in touch in 2022 suggesting this type of activity. Members felt it was a good idea and it was **AGREED this be trialled in 2023. If it was successful a Christmas House competition be held.**

- (f) Remembrance Parade Sunday, 12th November 2023

The Corporate Services Manager gave the details of this event and it was **AGREED the details be confirmed.**

The Sports & Wellbeing Manager reported on a walk being organized with Oakerside Community Group in May during National Walking week. It was to be a walkathon walking to various venues in

the community with three different levels of ability for walkers. It was to be sponsored raising funds for the NE Air Ambulance Service. A reminder was given for the Spring Fair to be held on 1st April 2023 at the Pavilion.

The Chair asked if it would be possible to organise a dog walk and this idea was discussed further and it was **AGREED the Sports & Wellbeing Manager look into this further.**

The Chair asked the members of the Working Party for any further ideas for events during 2023/24. Several suggestions were given:-

- Pumpkin carving, maybe several events
- Activities including Fun and Food funding via DCC
- Bug hunts in Shotton Hall Grounds, not just at Woodhouse Park
- A Teddy Bears Picnic at Shotton Hall – it was **AGREED this be organized by the Events Team.**
- (A) Nature Kids Event(s) in the grounds of Shotton Hall
- A Halloween Party
- An Autumn Show it was explained this had been done previously as the Horticulture Section of the Peterlee Show.

During discussions the Town Clerk suggested the Town Council could reach out to partners in the community to see if the Town Council could help support them with their events in terms of funding. This could perhaps be for events that focused on families and young people. He offered to prepare a basic application form for funding that could be considered at the Council meeting. **AGREED this suggestion and application form be considered further at the Council Meeting.**