

PETERLEE TOWN COUNCIL

Minutes of the **Events Committee** meeting held on **Tuesday 3rd June 2025** at 6.30pm in the Council Chamber, Shotton Hall, Peterlee.

Present: Councillor K Hawley (Chair) and Councillors D Burrell, M A Cartwright, P Cartwright, B Fishwick, S Franklin, D Howarth, A Laing, D Meadows, S Simpson, M T Tough and L Sanders.

Also Present: Ian Hall (Chief Officer and Town Clerk), Laura Freeman (Events Officer), Deborah Woodhall (Resources Manager), Richard Parker (Pavilion Supervisor (Hospitality)) and Louise Hudson (Democratic Services Assistant)

E.1/25 APOLOGIES FOR ABSENCE

No apologies were received.

E.2/25 DECLARATIONS OF INTEREST

No declarations of interest were submitted.

E.3/25 EVENTS FOR 2026/27 FINANCIAL YEAR

The Events Officer and The Pavilion Supervisor (Hospitality) first gave Members brief updates on the events planned for 2026/26.

In addition to the events already being planned, Members asked if the following could also be looked into:

- Halloween Disco/Party
- Over 60's Party
- Brunch with Santa
- Polar Express Event (Chargeable, with a voucher being given on arrival to redeem on the night)
- Big Market
- Peterlee Bingo (25% of monies go to charities/groups in the Peterlee Community)
- Makers Market (Outside)

A Halloween Disco/Party and an Over 60's Party would be organised by The Pavilion Supervisor (Hospitality), to be held at The Pavilion as these were something the Council had done for many years. For the other events mentioned above, both the Events Officer and The Pavilion Supervisor (Hospitality) would look into the viability of each and report back to the Events Committee.

In addition, Members suggested exploring the possibility of acquiring a food van, enabling The Pavilion Catering Staff to provide on-site catering at events. This would not only generate additional income but also help

offset event costs. The Events Officer would look into this and report back to the Events Committee.

The Events Officer invited Members to put forward suggestions for events to be organised during the 2026/27 financial year. Members gave detailed consideration to larger events held in previous years; however, due to the associated cost implications, it was agreed that a decision would be deferred to a future meeting to allow for further consideration.

RESOLVED

1. That a Halloween Disco/Party be organised
2. That an Over's 60's Party be organised
3. That the Events Officer and The Pavilion Supervisor (Hospitality) investigate the viability of each additional event mentioned above and report back to the Events Committee.
4. That the Events Officer investigate sourcing a food van to provide on-site catering at events
5. That the decision to hold larger events in 2026/27 would be deferred to a future meeting.

E.4/25

NEXT EVENTS COMMITTEE MEETING

RESOLVED

That the next Events Meeting be held on Tuesday 24th June at 10.00am in the Council Chamber, Shotton Hall.