



22nd January 2026

Dear Councillor,

I hereby summon you to attend a meeting of **the Events Working Party** on
Tuesday 27th January 2026 In the Council Chamber, Shotton Hall,
Peterlee, SR8 2PH at 10.00am

Mr I Hall
Town Clerk

AGENDA

1. Apologies for Absence

2. To receive declarations of interest

Members are reminded of the need to disclose any interests in items on this agenda, whether pecuniary or otherwise. Please seek advice from the Town Clerk **prior to the meeting** if in doubt. Members are reminded that they can check their published declaration of interests here: <https://bit.ly/2wVyeLA>

3. Update from The Pavilion Supervisor (Hospitality)

(A verbal update will be given)

4. Events Budget

Report of the Events Officer

5. Martyn's Law and Implications

Report of the Events Officer

6. Update from the Events Officer

(A verbal update will be given)

7. Next Meeting Date

Members are to agree the next date and time the Events Committee will meet.

Report to: Peterlee Town Council Events Committee

Date: 27th January 2026

Report of: Laura Freeman Events Officer

Subject: **Events Budget 2026/27**

Report Purpose: To present the approved Town Events and Town Activities budgets for the 2026/27 financial year, to explain the key changes from 2025/26, and to provide a framework for Members to put forward and agree which events and town activities they wish to be delivered during the year within the approved budget envelope. To present the approved Town Events budget for the 2026/27 financial year, to explain the key changes from 2025/26, and to provide a framework for Members to put forward and agree which events and activities they wish to be delivered during the year within the approved budget envelope. To present the proposed Town Events budget for the 2026/27 financial year, to explain the key changes from 2025/26, and to seek Council's approval of the recommended events programme funding envelope.

Background: Peterlee Town Council has an established programme of civic, cultural, and community events which support community cohesion, civic pride, tourism, and local wellbeing. These include seasonal events, family activities, and small grants to support locally led initiatives.

The events budget is reviewed annually as part of the Council's wider budget-setting process, taking into account affordability, value for money, staffing capacity, risk, and alignment with the Council's Vision, Aims and Objectives.

The overall revenue budget for 2026/27, including the Town Events budget, was approved by Full Council at its meeting held on 19th January 2026 as part of the formal budget and precept-setting process. Peterlee Town Council has an established programme of civic, cultural, and community events which support community cohesion, civic pride, tourism, and local wellbeing. These include seasonal events, family activities, and small grants to support locally led initiatives.

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Details:

The proposed Town Events budget for 2026/27 is summarised below:

Town Events – Expenditure 2026/27

- Garden Competition: £1,500
- Summer Events: £18,000
- Small Events Grants: £1,500 (to support care homes, schools, and other community organisations to engage with and participate in town events and celebrations)
- Unallocated (to be agreed): £12,780

Total Events Expenditure: £33,780

Town Events – Income 2026/27

- Circus Income: £700
- Nobles Income: £500

Total Events Income: £1,200

Net Events Budget 2026/27: £32,580

As approved in the events committee meeting on 30th September 2025 (minute number E.13/25) the events officer is looking to work in collaboration with Peterlee running clubs to organise a fun run / family park run due to its overall success at the summer fun day in August 2025.

Town Activities – Expenditure 2026/27

- Concessionary Use: £5,000 (to support concessionary room hire and provision for Citizens Advice and similar community services)
- Remembrance Parade / Armed Forces: £3,000

Total Town Activities Expenditure: £8,000

Town Activities – Income 2026/27

- Nil

Net Town Activities Budget 2026/27: £8,000

Comparison with 2025/26

The proposed net budgets for Town Events and Town Activities for 2026/27 represent a combined reduction compared with 2025/26. This reduction is driven primarily by the full withdrawal of the Local Council Tax Reduction Scheme (LCTRS) grant by Durham County Council from 2026/27, which has removed

£190,455 of annual income from the Town Council's budget and created a significant and immediate funding gap.

As a result, savings and budget realignments have been required across a number of service areas, including Town Events, in order to contain the overall precept increase and protect frontline and statutory services.

The principal changes within the Town Events and Town Activities budgets are:

- Removal of the Emergency Services Day provision (£8,000) from the Town Events budget, reflecting a decision not to programme this event in 2026/27 in the context of wider budget pressures.
- Reduction in the unallocated Town Events provision from £18,000 to £12,780 (a decrease of £5,220), providing a tighter but still flexible contingency for emerging community events and opportunities.
- Retention of core community-facing activities such as the Garden Competition and Summer Events at existing funding levels.
- Retention of core civic and commemorative activities within the Town Activities budget, including the Remembrance Parade, and support for concessionary use. The proposed net events budget for 2026/27 represents a reduction of £13,220 compared with 2025/26. This reduction is driven primarily by the full withdrawal of the Local Council Tax Reduction Scheme (LCTRS) grant by Durham County Council from 2026/27, which has removed £190,455 of annual income from the Town Council's budget and created a significant and immediate funding gap.

These changes reflect a more cautious and targeted approach to events funding, balancing community benefit with wider financial pressures across the Council's revenue budget.

Rationale for the Proposed Budget

The proposed Town Events and Town Activities budgets:

- Maintain a meaningful programme of visible community events and civic activities.
- Retain a modest unallocated provision within the Town Events budget to allow flexibility for new initiatives, partnerships, or one-off events that may arise during the year.
- Protect key civic and commemorative functions delivered through the Town Activities budget, including the Remembrance Parade.

- Support concessionary room hire and access to facilities for Citizens Advice and similar community services through the Concessionary Use budget.
- Enable care homes, schools, and other community organisations to participate in and benefit from town events and celebrations through the Small Events Grants budget.
- Reduce exposure to high-cost, high-risk single events.
- Support financial sustainability and contribute to wider budget savings required across Council services.

The Summer Events allocation remains the main delivery budget for family-focused and community engagement activities, while the Small Events Grants budget continues to enable local groups and organisations, including care homes and schools, to engage with and take part in the Council's annual programme of events and celebrations.

Use of the Unallocated Provision

The unallocated sum of £12,780 within the Town Events budget is intended to:

- Provide flexibility to support additional events proposed by Members and approved by Council during the year.
- Enable Members to bring forward ideas for new community events, pilot initiatives, or one-off activities for consideration.
- Respond to partnership opportunities with external funders or sponsors.
- Support civic or commemorative events not yet programmed that fall outside the Town Activities budget.
- Supplement Small Events Grants where additional support is required to help care homes, schools, or community groups participate in town events and celebrations.
- Mitigate unforeseen cost pressures on programmed events.

Financial Context

The reduction in the Town Events budget and the protection of core Town Activities provision form part of a wider package of savings and budget realignments within the 2026/27 revenue budget.

The single most significant factor driving these savings is Durham County Council's decision to fully withdraw the Local Council Tax Reduction Scheme (LCTRS) grant from 2026/27. For Peterlee Town Council this represents a loss of £190,455

per annum, equivalent to approximately 9.93% of the Council's 2025/26 budget.

The limited notice of this funding withdrawal has given the Council no realistic opportunity to plan for the loss of income or to phase in reductions gradually. In response, Members have been clear that Council Tax should not be increased beyond the level directly attributable to the loss of the LCTRS grant, and that savings must therefore be found within existing service budgets.

Recommended: That Members:

1. Notes that the Town Events and Town Activities budgets for 2026/27, comprising £33,780 gross expenditure and £1,200 income for Town Events (net £32,580) and £8,000 gross expenditure for Town Activities (net £8,000), were approved by Full Council on 19th January 2026 as part of the budget and precept-setting process.
2. Note the reduction in the Town Events budget of £13,220 compared with 2025/26 and that this reduction arises primarily from Durham County Council's withdrawal of the Local Council Tax Reduction Scheme (LCTRS) grant.
3. Propose ideas for events and town activities to be delivered during 2026/27 within the approved budget envelope.

Appendix 1: Implications

<u>Area</u>	<u>Implication</u>
Finance:	The net budgets of £32,580 for Town Events and £8,000 for Town Activities are included within the 2026/27 budget. The reduction of £13,220 in the Town Events budget contributes to wider savings required across Council services as a direct consequence of Durham County Council's withdrawal of the Local Council Tax Reduction Scheme (LCTRS) grant from 2026/27.
Staffing:	No direct implications
Risk:	By agreed reduced budget the overall events may be limited in scale or number of events delivered.
Equality & Diversity:	No direct implications.
Crime & Disorder:	No direct implications.
Consultation:	No direct implications.
Procurement:	All event-related procurement will be undertaken in accordance with the Council's Financial Regulations and Standing Orders, ensuring value for money and transparency.
Legal:	No direct implications.
Data Protection:	No direct implications.

Report to:	Peterlee Town Council Events Committee
Date:	27 th January 2026
Report of:	Laura Freeman Events Officer
Subject:	Martyn's Law and Implications for Peterlee Town Council Events & Venues
Report Purpose:	To inform members about Martyn's Law (the Terrorism (Protection of Premises) Act 2025), its implementation timeline (expected to come into force during 2027 following the Government's 24-month preparation period), and the implications for Peterlee Town Council's public events and venue operations, particularly the Pavilion and other spaces where the public gathers.
Background:	<p>Martyn's Law—officially the Terrorism (Protection of Premises) Act 2025—received Royal Assent on 3 April 2025. The law is named in memory of Martyn Hett, one of the victims of the 2017 Manchester Arena attack and follows years of campaigning to strengthen public venue security.</p> <p>The Government intends a two-year implementation period before enforcement begins, giving organisations time to prepare operationally and administratively. This suggests full implementation will occur during 2027.</p>
Details:	<p>What Martyn's Law Requires Under Martyn's Law:</p> <ul style="list-style-type: none">• Premises where 200 or more people are reasonably expected to be present may have to comply with protective duties.• A standard tier applies to venues with expected capacity between 200–799 people, requiring documented protective security measures and basic procedures.• An enhanced tier applies where venues or events host 800+ people, with more detailed duties.• Statutory guidance will be published alongside the Act to help organisations understand how to comply. <p>The Security Industry Authority (SIA) will regulate compliance, working with the Home Office on enforcement and guidance.</p>

Implications for Council Activities

Pavilion and Other Council Venues

- The Pavilion, community halls, or indoor venues that can reasonably expect 200 or more individuals (including staff) may fall within scope of Martyn's Law.
- These venues may need documented risk assessments, protective procedures and staff awareness measures once the law comes into force.

Council-Organised Events

- High-attendance events organised or supported by the Council (e.g., fairs, large gatherings) may be treated as events requiring Martyn's Law compliance if capacity thresholds are met (800 or more individuals, including staff).
- Even where events do *not* meet thresholds, embedding the risk assessment and preparedness culture will support community safety and public confidence.

Financial Impact

Estimated Compliance Costs

Government impact assessments estimate that, over a typical year, costs associated with complying with Martyn's Law for standard tier premises could average around £330 per year. These costs are primarily management and staff time to complete preparations, training, and documentation rather than large capital outlays.

For enhanced tier premises or large events, costs may be higher — dependent on the scale of risk assessments, procedures, staff training and any physical mitigation measures deemed “reasonably practicable” for the specific premises. There is no universally mandated technology or product purchase under the law; guidance will focus on proportionate, risk-based approaches.

Broader Economic Costs

A government impact assessment of the bill suggested that over a long-term period, the duty could represent an equivalent annual cost to business of over £200m nationally (in 2024 prices), reflecting the cumulative time and resource spent on protective duties across all affected premises.

Budgeting Considerations for the Council

- Training and awareness raising for staff and volunteers.
- Developing and reviewing risk assessments and written procedures.
- Potential modest costs for physical security measures if assessed as reasonably practicable for enhanced duty venues.

These financial implications should be considered in future budget cycles (2026/27 onward) to ensure funding is available for compliance planning ahead of the anticipated 2027 implementation.

Risks and Opportunities

Risks

- Non-compliance risks once the Act is enforced, including possible regulatory action (e.g., fines for significant failures).
- Resource and staffing capacity to review and revise risk management processes.

Opportunities

- Improved public safety culture across all council activities and venues.
- Enhanced confidence from residents and event participants due to proactive risk management.

Next Steps

To prepare for Martyn's Law, the council should:

1. Map premises and events against Martyn's Law thresholds to identify which are likely in scope.
2. Review existing risk assessments and emergency procedures to integrate protective security considerations.
3. Develop documented procedures (appropriate to venue size) ahead of statutory enforcement.
4. Plan for staff and volunteer training on threat awareness and response protocols.
5. Allocate budget in future financial planning for any compliance costs.

Recommended: That Members:

1. Note the introduction of Martyn's Law (Terrorism (Protection of Premises) Act 2025) and the Government's stated intention for the legislation to come into statutory force during 2027 following a national implementation and preparation period.
2. Acknowledges that council-managed venues, including the Pavilion, and certain high-attendance council-organised events are likely to fall within the scope of the Act and will therefore be subject to new statutory duties relating to protective security, risk assessment, and preparedness.

Appendix 1: Implications

<u>Area</u>	<u>Implication</u>
Finance:	<p>Martyn's Law will introduce a new statutory compliance requirement for publicly accessible venues and qualifying events from 2027 onward. While Government guidance indicates that most standard-tier premises will incur relatively modest ongoing costs, there will be an unavoidable revenue impact associated with staff time, training, preparation and documentation of risk assessments, and the development and periodic review of protective security procedures.</p> <p>For venues such as the Pavilion, and for higher-attendance council-organised events, costs are likely to arise from: staff and volunteer training in protective security awareness and incident response; officer time to prepare and maintain written risk assessments and procedures; engagement with external advisors or police counter-terrorism resources where specialist advice is required; and any proportionate physical security or access-control measures identified as reasonably practicable.</p> <p>At this stage, it is not anticipated that Martyn's Law will mandate major capital expenditure for council venues; however, modest capital or revenue costs may arise if layout changes, signage, CCTV enhancements, or access management measures are deemed appropriate. These costs will need to be considered within the Council's medium-term financial planning and future revenue budgets from 2026/27 onward.</p>
Staffing:	<p>Implementation of Martyn's Law will place additional responsibilities on officers involved in venue management, event planning, health and safety, and community engagement. This will include preparing and maintaining protective security risk assessments, developing and updating procedures, liaising with external bodies, and ensuring that staff and volunteers are appropriately trained and briefed.</p> <p>While these duties are not expected to require additional permanent staffing in the short term, they will add to existing workloads and may require reprioritisation of officer time, particularly in the lead-up to the 2027 commencement date and around major events. There may also be a requirement for refresher training and induction training for new staff and volunteers working at the Pavilion and council-led events.</p>

<u>Area</u>	<u>Implication</u>
Risk:	Retaining unrecoverable debts on the ledger presents a greater risk to the accuracy of financial reporting than writing off.
Equality & Diversity:	<p>Protective security measures introduced in response to Martyn's Law must be implemented in a way that is inclusive, proportionate, and accessible to all members of the community. Any physical or procedural security changes at venues such as the Pavilion must take account of the needs of people with disabilities, older residents, families with young children, and other groups who may be disproportionately affected by access restrictions or additional screening measures.</p> <p>The Council will need to ensure that any new procedures or controls do not unintentionally disadvantage particular groups and that reasonable adjustments are made where necessary to maintain equal access to services, events, and facilities.</p>
Crime & Disorder:	Martyn's Law is specifically intended to reduce the risk of terrorist acts and other serious incidents at publicly accessible premises and events. Its introduction will therefore have a direct and positive impact on the Council's approach to crime and disorder prevention, particularly in relation to venues such as the Pavilion and high-attendance town events.
Consultation:	No direct implications.
Procedural:	<p>Should the Council identify a need for external training providers, specialist advice, security assessments, or physical security measures, any associated expenditure will need to comply with the Council's Financial Regulations and procurement procedures.</p> <p>Depending on scale and value, this may require obtaining quotations or using formal procurement routes, including frameworks or tender processes, in line with internal and statutory procurement requirements. Early planning will assist in avoiding reactive or non-compliant procurement once the Act comes into force.</p>

<u>Area</u>	<u>Implication</u>
Legal:	<p>Martyn's Law will create a new statutory duty for those responsible for publicly accessible premises and qualifying events. For council-owned or council-managed venues such as the Pavilion, the Town Council is likely to be the "responsible person" for the purposes of the legislation.</p> <p>Once in force, the Act will require the Council to comply with the statutory duties applicable to its premises and events, including documenting procedures, maintaining risk assessments, and providing evidence of compliance to the regulator on request. Failure to meet these duties could result in enforcement action, financial penalties, or other regulatory sanctions. The Council will therefore need to ensure that its governance, risk management, and event-management arrangements are aligned with the requirements of the Act and associated statutory guidance.</p>
Data Protection:	No direct implications.