

**MINUTES of the COMMUNICATIONS AND EVENTS COMMITTEE MEETING OF STANLEY TOWN COUNCIL** Held at Stanley Civic Hall, Front Street, Stanley on Tuesday 7th June 2016 at 6.30pm

**PRESENT:** Cllr D Mills\*                      Cllr M Wilkinson                      Cllr D Tully      Cllr R Harrison  
                   Cllr J Nicholson                      Cllr W Nixon                      Cllr L Marshall  
                   Cllr C Bell

\*Chairman

**OFFICERS:** Alan Shaw (Town Clerk)

**OTHERS IN ATTENDANCE:**

**24                      APOLOGIES FOR ABSENCE**

Apologies received from Cllr C Bell were accepted by the Committee

**25                      DECLARATIONS OF INTEREST**

Cllr D Mills declared a non-pecuniary interest in Stanley Fringe and Moria Con as part of the organising Committee for both events.

**26                      PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIRMAN OR TOWN CLERK**

The Town Clerk noted that no-one was recording the meeting.

**27                      PUBLIC PARTICIPATION**

No questions were received from the public prior to the meeting. No questions were raised by the members of the public present.

**28                      CONFIRMATION OF MINUTES**

It was **RESOLVED** that the minutes of the meeting held on 10th May 2016 be **APPROVED** as a correct record and signed by the Chairman of the Committee.

**29                      WORKING GROUP UPDATES**

**Brass Festival** - The start time for the event has been confirmed as 6 pm. The AAP have indicated they will be able to provide additional funding for the Schools to allow all the schools in Stanley to benefit from a session as part of the festival.

**Christmas Events** - Discussions are underway with Colin from Durham Markets about the provision of a market on Front Street on 3rd June.

**Stanley Fringe** - The film is almost complete, photographs have been curated and acts have been booked for the performance evening. Progressing well.

**Armed Forces Day** - All arrangements have been made, the SAG approval is outstanding but will be chased up.

**Play in the Park Days** - Despite the weather, the Annfield Plain event drew a reasonable attendance. Further activities e.g. climbing walls, archery, circus skills to be brought to future events.

**Community Fun Days** - This budget has been accessed by Craghead Village Hall, an application from Tanfield Lea has been promised but not yet received.

**Moria Con 2** - Progressing well. 42 traders booked for the exhibition, 3 guests confirmed. Other arrangements include marshalling and safety plans in hand.

**Community Radio** - Still outstanding, Town Clerk to arrange meeting to progress.

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## **CIVIC HALL**

Committee **RESOLVED** that:

- (i) The Civic Hall Manager should take forward the option from the supplier of the ticketing machine to facilitate booking tickets for events at the Civic Hall online.
- (ii) Hi Lights should be asked to produce a full itemised quote for the matters listed in Option 3 for consideration by Committee.

Committee made the following **RECOMMENDATIONS** to Council:

- (a) That Members and officers should take part in a Dementia Awareness training seminar to make the Council a dementia friendly employer.
- (b) The Civic Hall Manager should be given authority to replace the theatre curtain in the hall as the current curtain is a black out curtain that was not designed to be a front of stage curtain. Quotes have been obtained and expenditure will be in the region of £1500 to be financed from the loan.
- (c) A staff discount should be introduced for STC staff in the Coffee shop of 20%. Staff of Durham County Council and Leisureworks should be offered a 10% discount on production of the appropriate ID.
- (d) Review of Free Room hire: The Deaf Club should continue to receive free room hire; The Horticultural Society should not be granted free hire. Alternative arrangements should be offered to Mick Brown outside of the Civic Hall.

- (e) The Civic Hall manager should be given authority to procure 2 x AV screens for use by hirers and as information screens within the public areas.
- (f) People who are carers supporting people who would be unable to attend events in the hall independently should be given free tickets, up to a maximum of five per performance. The disabled person should pay the appropriate applicable rate for their ticket.

### 31 PLANTING OF COAL TUBS

Committee made the following **RECOMMENDATION** to Council:

- (i) A budget of £750 should be allocated from the Groundworks budget to enable planting up of the coal tubs on the roundabouts on the A693.

### 32 DATE, TIME AND VENUE OF NEXT MEETING

Tuesday 4th October 2016, 18:30 at the Civic Hall