

STANLEY TOWN COUNCIL: COMMUNICATIONS & EVENTS COMMITTEE			
MINUTES OF MEETING			
MEETING: TIME: 18.30hrs; DATE: 09/06/15 VENUE: Stanley Civic Hall, Front Street, Stanley, DH9 0NA			
PRESENT – CLLRS: D. Mills(Chair); M. Wilkinson, L. Marshall, C.Bell, D. Tully, R. Harrison, D. McMahon, J. Nicholson & B. Nixon.			
OFFICIALS – D. Shingleton (Acting Town Clerk), James Harper (Community Development Manager), Nicola James (PA / Note Taker) & Claire Howe (Civic Hall Manager)			
MINUTE	SUBJECT	NOTE/S	ACTION/S
CEC.001-15	Apologies	None.	
CEC.002-15	Declarations of Interest	Councillor Bell declared an interest as Chair of the Traders.	
CEC.003-15	Procedural and Appropriate Announcements from the Chairman	The Chairman thanked Cllr McMahon for his Chairmanship for 2014-15. He noted that the Committee need to focus more on communicating with the public.	
CEC.004-15	Minutes	It was proposed by Councillor Harrison, seconded by Councillor Bell and RESOLVED that the minutes of the meeting held on 12 th May 2015 be approved as a correct record.	
CEC.005-15	Public Participation	<p>5.1 There were no questions from any members of the public at the meeting.</p> <p>5.2 There were no written questions from the public.</p>	
CEC.006-15	Item 6 – Events Working Groups	<p>6.1 Music – The Working Group noted that they have been working on a 2 week music festival to run at the end of August. This will consist of Karaoke at the Civic Hall, a 60’s band night, Proms in the Park around the area. The WG requested extra funding from the ‘Other Events’ budget to cover anticipated costs. The committee were also asked to consider a request for funding from Stanley Events for £15,000 to part fund the Stanley Music Festival. It was RESOLVED that the WG be allocated an extra £10,000 from the ‘Other Events’ budget, making the total budget for Music £30,000. It was also RESOLVED that the request for funding from Stanley Events be agreed in principle, however 2014 costing figures should be requested and presented to Full Council on 23 June.</p> <p>6.2 Fireworks – The Acting Town Clerk noted that he was still looking into the feasibility of using other sites.</p> <p>6.3 Christmas – Claire updated the Committee on the Working Groups plans: Christmas Fayre £1400 including reindeers. OAP party £1000 +VAT. Chairmans Carol Concert £600. Letters to Santa</p>	Claire

		<p>£200. Santas Grotto (reduced costs to last year). Kids Party £600. Celebrity Light Switch on. Educational show for Kids £3600.</p> <p>James also noted that he will have a report re: Christmas Lights for the next committee meeting.</p> <p>Cllr Linda Marshall requested a breakdown of costs for 2014-15 Christmas Events from Claire.</p> <p>6.4 Activities – No update.</p>	
CEC.007-15	Item 7 – Cycling Festival	This item was deferred.	
CEC.008-15	Item 8 – Golf Trail	James noted the report from Brian Hall re: the progress on the Golf Trail. It was noted that the members of the Activities Working Group meet to progress the Golf Trail.	
CEC.009-15	Item 9 – Comedy Night	Claire noted that a Comedy Night that was organized for September has been cancelled. Members agreed for Claire to book Justin Moorhouse for a show in Feb/Mar 2016. The fee is £800. STC will keep 20% of any ticket money received.	
CEC.010-15	Item 10 – Moria Con	Cllr D McMahon noted that the prep for the Moria Con was going well. There will be 30 stalls in the Civic Hall. Transformer cars will be there on the day, along with Daleks and Cos Players. He noted that the attendance numbers should be high, so there needs to be checks done with the numbers of people entering the Civic Hall.	
CEC.011-15	Item 11 – Engaging with the Public	<p>The Acting Town Clerk noted that the website is progressing well and that himself and Nicola will meet with the web designer on 23 June, to hopefully finalise.</p> <p>The Acting Town Clerk noted that the Consultation should be picked back up in the next week or 2 and rolled out asap.</p> <p>The Chairman requested all members to email in ideas on how STC can better engage with the public. A few ideas from the meeting included:</p> <ul style="list-style-type: none"> - Radio - Booklet / Magazine - Surgeries (pick times when other events are happening in the surgery location) - Send questionnaires to a handful of people in each Ward - Collect email addresses - 3 monthly forum - Advertise MIFs on the new website 	
CEC.012-15	Item 12 – Social Media	The Chairman requested the members remain civil on social media and don't facilitate arguments. Any questions	

		should be directed to STC staff.	
CEC.013-15	Item 13 – Date, Time and Venue of Next Meeting	14 th July 2015, 6.30pm, Stanley Civic Hall	
	Notes taken by Nicola James	Minutes approved by: -----(Chair); ----- -----(Date)	