



Stanley Town Council

NOTICE OF MEETING

I hereby give notice that a meeting of the Communications and Events Committee of Stanley Town Council will be held on Tuesday, the 7th February 2017 at 6.30pm at Stanley Civic Hall, Front Street, Stanley, Co. Durham, DH9 0NA.

TO ALL MEMBERS of STANLEY TOWN COUNCIL COMMUNICATIONS AND EVENTS COMMITTEE

D Mills (Chair)	M Wilkinson	C Bell	D Tully	R Harrison
D Walker	R Ferris	D McMahon	J Nicholson*	W Nixon*

*ex-officio

You are hereby summoned to attend a meeting of the **Communications and Events Committee** of **Stanley Town Council** to be held in **Stanley Civic Hall, Front Street, Stanley**, on **Tuesday the 7th February 2017 at 18.30** in order to transact the following business:

Yours sincerely,

Alan Shaw
Town Clerk
31st January 2017

Please turn off all mobile phones or set to silent mode
Please refer to the Policy for recording proceedings

A G E N D A

1 APOLOGIES FOR ABSENCE

To **RECEIVE** any apologies and reasons for absence.

2 DECLARATIONS OF INTEREST

Members are invited to **DECLARE** disclosable pecuniary interests and other interests, along with the nature of those interests, in relation to any item on this agenda.

3 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIR

To **RECEIVE** announcements from the Chair or Town Clerk.

4 PUBLIC PARTICIPATION

An adjournment will be allowed at the direction of the Chairman to allow for public comment and response in relation to items on this agenda or to consider written questions from the public submitted in advance of the meeting (*Individuals will be permitted a maximum of three minutes each. Total time for this session is limited to fifteen minutes*).

5 CONFIRMATION OF MINUTES (ATTACHMENT A)

To **APPROVE** as a correct record and sign the minutes of the Communications and Events Committee meeting held on 10th January 2017.

6 WORKING GROUP UPDATES

Updates from Project Working Groups

(i) A Year in Stanley - 18th January

A meeting was held with Simon Green and Cllr Mills. Unfortunately, due to work commitments, Simon has advised that he will be unable to deliver the project at the present time. He passed on his thanks to the Council for their willingness to support the project but for the present time, given that the project was dependent on Simon's creative input, it will have to be put into abeyance.

(ii) Blue Plaques - 24th January (ATTACHMENT B)

The working group considered the existing arrangements and did not recommend any changes to the existing policy.

(iii) Music Festival - 24th January

The meeting was deferred and will be rearranged to report back to Committee at the next meeting.

(iv) Community Newsletter - 25th January

Next issue to be distributed before purdah, the Schedule going forward will be an issue in July introducing the new Council and one in October/ November to promote Christmas activities and one in March 2018.

Recommendations of the Working Group:

- (a) Turn the old postcard feature into a "then and now" with a contemporary picture at the same location
- (b) Invite memories of Stanley from residents and have a regular column - Mary Wilkinson to provide copy for the first one from her 'ramblings'
- (c) Run the photo competition again but this time ask for smart phone pictures which show something different to traditional landscapes.
- (d) Distribution: Continue with royal mail as the group had doubts about the reliability and ability to hit every address of other private sector distributors. The Clerk will make enquiries with other providers.

(v) Play in the Park - 25th January

(a) The school holidays this year are from Friday 21st July to Monday 4th September. The decision of Council during the budget setting process was to run all of this year's Play in Park events during the school summer holidays. The working group **RECOMMENDS** holding the following number of Play in the Park events in each park:

* Oakies	2
* Annfield Plain	2
* View Lane	1
* Craghead Millennium Green	1
* South Moor Memorial Park	1

The 5 midweek Play in the Park events will have a budget of £1800 per event. The 2 Sat Play in the Park events will have a budget of £3000 per event.

Date	Park
Wednesday 12th July 2017	Craghead Millennium Green (part of Heaviside walk)
Wednesday 26th July 2017	Annfield Plain
Wednesday 2nd August 2017	View Lane
Saturday 5th August 2017	Oakies
Wednesday 9th August 2017	South Moor Memorial Park
Wednesday 16th August 2017	Oakies
Saturday 26th August 2017	Annfield Plain
Wednesday 30th August 2017	Craghead Millennium Green

We have already confirmed that Jamie Clark funfairs can provide fun fair rides for all of these dates, other entertainment to be confirmed.

(b) We are being requested to consider providing an event at the conclusion of the Michael Heaviside Centenary Walk on Wednesday 12th July 2017 at Craghead Millennium Green to celebrate the Centenary of his famous walk from Shield Row Station to Craghead after he was awarded the VC.

Adrian Cattle-Jones from Durham County Council will provide further details to Committee at the meeting.

(vi) Moria Con - 26th January

The Civic Hall will not be used for the event in 2017, unless the Civic Hall wishes to provide something on the day itself to take advantage of the extra footfall.

The project group have already booked the Louisa Centre for Saturday 29th July 2017. A breakdown of the estimated costs for the rest of the project is provided below:

Expenditure	Estimated Cost	Balance
Main Hall	£520	£4480
20 x tables & 80 x chairs	£110	£4370
Practice Hall	£160	£4210
Sports Hall Balcony	£50	£4160
Guests	£2000	£2160
Props	£1400	£760
Sundries	£200	£560
Security	£500	£60

(vii) **Armed Forces Day - 31st January**

The update will be tabled at the meeting as the working group took place on the same day as the agenda was distributed.

Committee is requested to **CONSIDER** the updates from Working Groups and **AGREE** them or make **RECOMMENDATIONS** to Full Council, as appropriate.

7 WAYFINDING SIGNAGE ON THE SUSTRANS ROUTE

Some time ago, the Town Council had a project to install signposting on the C2C route to direct people using the route towards the amenities in Stanley Town Centre.

The Town Clerk had been under the impression that the project was aborted, however the signs themselves were found in the Civic Hall during a recent clean up.

Cllr Thompson has been in discussion with Sustrans, who have stated that in order to install the signage, there would be some works required to the surfacing of the track at the five locations and posts would need to be installed to take the signs.

There is currently no budget allocated in the 2017/18 budget for this, however there is £6,250 allocated to 'A Year in Stanley', which is not now going ahead.

Committee is requested to **CONSIDER** this matter and **DECIDE** what to do.

7 DATE, TIME AND VENUE OF NEXT MEETING

Tuesday, 4th April 2017, 18.30 at the Civic Hall

In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are welcome to attend the meeting. Members of the public will only be permitted to speak at the beginning of the meeting during Public Question Time.