

STRATFORD-UPON-AVON TOWN COUNCIL

CIVIC HERITAGE AND EVENTS COMMITTEE

1 November 2022

Minutes

Present:

Councillors:

Curtis	Taylor
J Fradgley	Vos
Harding	Warren-Howles
How	Mayor Cleeve
Rolfe	

Clerk: Civic Officer

Press: None

Public: None

The Town Clerk was also present

10 Apologies

Apologies were received from Cllr Alcock and accepted for the reason stated.

11 Declarations of Interest

None were received.

12 To receive written requests for dispensation for disclosable pecuniary interests

None were received.

13 To grant any requests for dispensation as appropriate

None were received.

14 Public Participation

None present.

15 To approve the draft minutes of the Civic Heritage and Events Meeting held on 6 September 2022

It was Proposed, Seconded and

RECOMMENDED: That the draft open minutes of the Civic Heritage and Events Committee held on 6 September 2022, be approved as a correct record.

16 To approve the draft notes of the Website, Social-Media and Newsletter sub-groups held on 6 and 27 September 2022

It was Proposed, Seconded and unanimously

RECOMMENDED: That the draft open notes of the Website, Social-Media and Newsletter Sub-groups on 6 and 27 September 2022, be approved as a correct record.

17 Town Clerks Open Report

17.1 Town Hall Wedding Venue -Task and Finish Group

Members considered the Notes of the Working Group following a meeting with a local Wedding Planner. Those present agreed that the Town Hall, despite being a unique venue for celebrations, generally could not be considered as a high-end luxury venue. Consequently, embers were concerned that we could easy over price ourselves out of the market and that by outsourcing the service there could always be a reputational risk to the Council. All members agreed that the venue could be utilised better and as part of the budget setting process a review of charges could be made.

The Town Clerk summarised what she considered were the options available:

- Promote as a celebration venue ourselves
- Engage someone to do this on our behalf
- Engage a wedding Planner

Members were mindful to support the Town Clerk's suggestion of initially promoting more actively the Town Hall for celebrations and events. This could be done in-house or with

the option of either bringing in someone to do this on our behalf. If this approach was not successful, employing a wedding planner could then be considered.

It was therefore Proposed, Seconded and unanimously

<u>RECOMMENDED</u>	To convene a meeting of the Town Hall Wedding Venue Task and Finish Group within two weeks to discuss further the Town Hall hiring charges for 2023/24 and to plan the way forward with regard to promoting building as a celebration venue.
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17.2 Civic Dinner Caterer

The catering firm who provided the Civic Dinner in May are now no longer available, therefore it will be necessary to look for a replacement caterer.

A progress report regarding this will be tabled at the January meeting.

17.3 Commemorating the reign of Queen Elizabeth II

Following the death of Queen Elizabeth II in September, members were requested to consider the best way to commemorate her long reign of 70 years to the Country and the Commonwealth.

During the Platinum Jubilee year, one of the projects which the Queen was passionate about was in connection with the planting of trees worldwide, to be known as the Queens Green Canopy, as an enduring legacy. Although it had been suggested that a commemorative bench could be purchased, members agreed that the planting of trees would be a very worthwhile project to promote.

It was therefore Proposed, Seconded and unanimously

<u>RECOMMENDED</u>	To investigate areas across the town where trees could be planted in support of the Queen's Green Canopy initiative.
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The Town Clerk and Civic Officer were requested to prepare information to encourage organisations and/or other interested parties to collaborate with the Town Council

17.4 Mayor's Insignia Repairs

The Town Clerk and Civic Officer had visited a local jeweller regarding the necessary repair work required to stabilize the pendant. Following the visit, support for the repairs was forthcoming at no cost to the Council. The pendant would be returned in time for Remembrance Sunday.

The Civic Officer was requested to obtain quotations for a replica badge for everyday use, so that the original chain could then be used more occasionally. It was noted that much care needed to be afforded the pendant considering the costs associated with repair.

17.5 Heritage Open Days 2023

Following the brief discussion, it was Proposed, Seconded and

RECOMMENDED

To participate in Shakespeare Schools week between the 20-26 March 2023.

It was also agreed to support Heritage Open Days in September, and to set up a meeting after Christmas to discuss this further.

17.6 Remembrance Sunday – 13 November 2022

The plans for Remembrance Sunday are moving forward and the report was noted.

17.7 Christmas Lights Switch On – 19 November 2022

The report was noted.

17.8 Review of the annual Civic Heritage and Events Budget

The Civic Officer reminded members that when considering the Civic Budget, money needs to be allocated to fund Heritage

Open Days, additional repairs to the pendant and the towns commemoration of the Coronation of Charles III on 6 May.

In line with Minute 17.1 the consensus was that charges for room hire could be increased to be more competitive.

17.9 Victorian Christmas Market Festival

The report was noted.

17.10 Coronation of King Charles III – 6 May 2023

It was Proposed, Seconded and

RECOMMENDED

To reconvene the Task and finish Group who collaborated in the Platinum Jubilee celebrations in order to formulate idea for celebrating the Coronation on 6 May.

18 Date of Next Meeting

Tuesday, 24 January 2023 at 6:30pm at the Town Hall.

The Chairman declared the meeting closed at 8:20pm