

STRATFORD-UPON-AVON TOWN COUNCIL

CIVIC HERITAGE AND EVENTS COMMITTEE

6 September 2022

Minutes **Pages 1-5**

Present:
Councillors:

Alcock	Rolfe
J Fradgley	Vos
Harding	Warren-Howles
How	Mayor Cleeve

Clerk: Civic Officer
Press: None
Public: None

1 **To appoint the Chairman and Deputy Chairman of the Civic Heritage and Events Committee.**

The Mayor took the chair and called for nominations for the position of Chairman.

It was Proposed, Seconded and unanimously

RESOLVED: That Councillor Kate Rolfe be appointed Chairman of the Civic Heritage and Events Committee for the Municipal year 2022–2023.

Councillor Rolfe took the chair and called for nominations for the position of Deputy Chairman.

It was Proposed, Seconded and unanimously

RESOLVED: That Councillor Victoria Alcock be appointed Deputy Chairman of the Civic Heritage and Events Committee for the ensuing year.

2 Apologies

No Apologies were received.

3 Declarations of Interest

None were received.

4 To receive written requests for dispensation for disclosable pecuniary interests

None were received.

5 To grant any requests for dispensation as appropriate

None were received.

6 Public Participation

None present.

7 To approve the draft minutes of the Civic Heritage and Events Meeting held on 10 May 2022

It was Proposed, Seconded and

RECOMMENDED: That the draft open minutes of the Civic Heritage and Events Committee held on 10 May, be approved as a correct record.

8 To approve the draft notes of the Website, Social-Media and Newsletter sub-groups held on 7 June and 5 July

It was Proposed, Seconded and unanimously

RECOMMENDED: That the draft open notes of the Website, Social-Media and Newsletter Sub-groups on 7 June and 5 July, be approved as a correct record.

9 Town Clerks Open Report

9.1 Town Hall Wedding Venue -Task and Finish Group

All debate relating to this item was deferred until after the Task and Finish Group had convened at the end of September.

9.2 Civic Dinner

Members agreed that the quality of food provided at the Civic Dinner in May was excellent. The service on the night was slow, and it was suggested that if the speeches were inserted between each course, this would afford the caterers additional time to keep the dinner running to time.

The Civic Officer and the Mayor will arrange a meeting the Caterer, Nick Doughty, to discuss the general arrangements and receive any helpful feedback regarding any difficulties which he and his staff may have encountered on the night.

9.3 Platinum Jubilee Celebrations

Members were delighted that the three events organised in collaboration with the RSC, SBT, SDC and WRAP in celebration of the Platinum Jubilee had been so successful and well supported. The Jubilee Beacon lighting on the Welcombe Hills had drawn an enthusiastic crowd, the pictorial exhibition 'Memories of Her Majesty' attracted 450 to the Town Hall and the Picnic in the Park in the Bancroft Gardens was attended by a few hundred people of all ages. Thanks were expressed to Matthew Combes who stepped in at the last minute to provide the sound system in the Bancroft Gardens, and to the singers and the choir of Bridgetown School for providing entertainment.

9.4 Commonwealth Games Relay

The Civic Officer updated members regarding the display of Commonwealth flags in the centre of Bridge Street. Commonwealth flags had been flown continuously after the Platinum Jubilee in June until the arrival of the Commonwealth Baton and the Birmingham Games at the end of July. The flags and poles will be removed by the end of September prior to the arrival of the Stratford Mop.

9.5 Heritage Open Days 9-18 September 2022

Following the decision not to participate in 2022, members were keen to reinstate Heritage Open Days in 2023. A meeting will be convened in the early part of 2023 to discuss this further, to ensure that plans are in place in good time.

Parliament Week – Monday 14 November to Friday 18 November

The Mayor will be contacting local primary schools to invite them to come to the Town Hall to see how local government works. It is proposed to do this between Monday 14 and Wednesday 16 November.

9.6 Mayor's Insignia Repairs

Although the condition of the pendant is currently very poor and not usable as parts are loose, members agreed that the potential cost of repairs provided by Fattorini Limited could not be justified in the present financial climate.

Following a brief discussion, it was agreed to explore the following options:

- Obtain two further quotations.
- Fabrication costs of making a replica.
- Approach the RSC Wardrobe Dept regarding making an alternative pendant.
- Investigate purchasing a cheaper alternative.

9.7 Attendance at Civic Events

To encourage better attendance from Councillors at Civic Events, it was suggested that the dates should be published in January each year to ensure that they were noted in good time.

9.8 Remembrance Sunday – 13 November 2022

The plans for Remembrance Sunday, following the revised format used in 2021, were noted and approved.

9.9 Christmas Lights Switch On – 19 November 2022

The report was noted.

9.10 Review of the annual Civic Heritage and Events Budget

The report and Management Accounts submitted by the Responsible Finance Officer was noted. It will be tabled at the 1 November when the recommended budget requirement for 2023 should be determined.

9.11 Victorian Christmas Market Festival

Although no planning meeting had yet taken place, it was noted that consideration must be given to ensuring there are sufficient coach parking places available.

An extended programme of entertainment would be required, and it was suggested that BID might coordinate this activity and there were limited resources at the Town Hall to coordinate this.

9.12 Letter from the Chamber Music Society

Members approved the request from the Chamber Music Society for a reduction for multiple hiring fees of 10%. However, this was agreed as a one-off concession.

Date of Next Meeting

Tuesday, 1 November 2022 at 6:30pm at the Town Hall.

The Chairman declared the meeting closed at 7:58pm