



**Minutes of an Engagement and Events Committee Meeting of
Northallerton Town Council held at 12 midday on
Friday 13th October 2023 in the Town Hall**

Present: Cllr P Eames (Chairman); Cllr S Bell and Cllr S Barber.

Also present: S Garside Assistant Clerk and Alexandra Robson, Clerk, via Teams.

EE 23/012 To receive and consider Apologies for Absence and Declarations of Interest

It was resolved that apologies be received and accepted from Cllr P Cornfoot and Cllr J Hutson

EE 23/013 To consider if it is necessary to resolve to exclude members of the press and public by virtue of Public (Admission to Meetings) Act 1960, due to the confidential nature of any agenda items

It was resolved that it was not necessary to exclude members of the press and public

EE 23/014 To approve the minutes of the Engagement and Events Committee meeting on Friday 14th July 2023

It was resolved that the minutes of the Engagement and Events Committee meeting on Friday 14th July 2023 be approved

EE 23/015 To discuss and agree Remembrance celebrations format and invitees

A wreath will be laid at the cenotaph on 11th November.

Remembrance Service and Parade invitations will be circulated. 60 Guests, including Councillors will be invited.

- 1. It was resolved that the Clerk will arrange for the councillors and local organisations to be advised and social media be shared**
- 2. It was resolved that NTC will cover the cost of 50 guests and the RAF 10**
- 3. It was resolved that tea/coffee and biscuits will be provided in the Lower Hall for parade attendees**

EE 23/016 To update councillors on plans for the following events:

1. Bonfire

Plans are in place, following the usual format. The Safety Advisory Group (SAG) meeting has been undertaken and councillors will be advised of timings when volunteers are needed.

2. 150 yrs Town Hall Anniversary plans, with the Heritage Hub

SG gave an update on the plans for the celebration of the Town Hall including the following:

- Open day/tours of the building including the boxing club using councillors as guides
- Heritage Hub being used to display photos and memorabilia, showing the evolution of the TH building and for refreshments

It was resolved that the dates will be confirmed with the Heritage Hub and circulated to councillors

3. Christmas Event

A SAG meeting has been done and the risk assessment needs to be updated.

A volunteer has done an excellent job of fundraising for the event.

More work is needed to secure stall holders and stage bookings which will be done by the Clerk/Assistant Clerk and a volunteer.

It was resolved that the charge for tables at the Christmas Event indoor stalls will be £15 per table

4. Freedom Parade 2024

Friday 31st May 2024 is the proposed date for the Freedom Parade and a planning meeting will take place after the Remembrance Event.

EE 23/017 To discuss North Northallerton Sports Village progress and agree information required from NYC

It was agreed that nothing further will be asked for, however the hedge between the car park and hedge needs cutting and this will be requested.

It was resolved that the Clerk will request that this be cut and for reassurance regarding the maintenance of it

EE 23/018 To receive an update on work towards a Town Square screen

BID and the Clerk met with a marketing representative to look at the feasibility of a screen in the town square.

This included a significant advertising element which the Clerk felt was not in keeping with the council's ethos.

Other alternatives will be sought and it was suggested that notice boards could also be improved and consideration given to using the public toilets windows for information purposes.

It was resolved that the Clerk/Assistant Clerk will look into these alternatives and seek a screen provider



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EE 23/019 To consider placement of green commemorative plaques and agree actions

As the NTC logo is on the existing plaques, it was agreed that the Treadmills should have some plaques commissioned and there should be one at the nightclub to commemorate the Sex Pistols playing there in 1976.

It was resolved that NTC will work towards providing plaques at these sites

EE 23/020 To receive feedback from the Clerk regarding Northallerton Carnival and confirm support required

A short update was given on the Carnival debrief and Councillors agree to support the administration of the event on the understanding that NTC have acknowledgement/logo on the promotional material.

It was resolved that the NTC will offer administrative support to the Carnival committee for 2024

EE 23/021 To agree next steps for Rhianna Holden's recognition

It was resolved that the Mayor and Clerk will arrange to meet Miss Holden and a recognition gift will be purchased using the Mayor's Allowance

EE 23/022 To consider a request to lend the Santa's Grotto to Ainderby School

It was resolved that NTC will lend the grotto to Ainderby School subject to:

- **there being no cost to the Town Council**
- **It being appropriately insured whilst in their care**
- **Any damage being rectified**
- **It being returned in a timely manner in advance of the TC event on 10th December**

EE 23/023 To confirm the date and time of the next meeting as midday on 12th January 2024

The meeting closed at 1.03pm