

**Minutes of an Engagement and Events Committee Meeting of  
Northallerton Town Council held at 12 midday on  
Friday 14th July 2023 in the Town Hall**

**Present:** Cllr P Eames; Cllr S Barber; Cllr S Bell; Cllr D Calvert and Cllr P Cornfoot.

**Also Present:** Sophie Garside, Assistant Clerk and Alexandra Robson, Clerk.

EE 23/001 To elect a Chairman for the Engagement and Events Committee 2023 2024

**It was resolved the Cllr P Eames be Chairman of the committee for 2023 2024**

EE 23/002 To receive and consider Apologies for Absence and Declarations of Interest

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

EE 23/003 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 resolve to exclude members of the press and public**

EE 23/004 To approve the minutes of the Engagement and Events Committee meeting on Friday 14th April 2023

**It was resolved that the minutes of the Engagement and Events Committee meeting be approved**

EE 23/005 To consider feedback from the following events and agree actions as required:

1. Town Twinning Event

This event took place on the 20th May and, whilst organised by the Twinning Committee, is financially supported by NTC. It was a positive and well supported event and made it clear that the representatives from Ormesson Sur Marne value the partnership.

**It was resolved that feedback will be offered informally from the Mayor to the committee and councillors will continue to engage with the committee to ensure positive engagement moving forward**

2. Flying the Flag

This event was successful and will be repeated next year with a sound system, more guests and possibly a stand with information about the Armed Forces. NTC will look at the possibility of having music by either the RAF band or Northallerton Silver Band.

3. Homegrown Food Festival

Numerous councillors attended the event. Cllr Cornfoot and the Clerk attended the debrief event.

Feedback has been mostly positive, especially the new layout and the kids area was very well received.

Areas for improvement were to increase the food based provision and to work on the marketing of "Homegrown" being inclusive of the music performers and bar/food providers. Another event will be planned for next year, possibly 23rd June 2024. Funding is an area in need of focus. TC staff will support in developing schedules and with administration.

**It was resolved that NTC will continue to support the event an Cllr Cornfoot and the Clerk will remain on the committee**

4. Northallerton Carnival

This was a good event, but smaller than usual due to a number of issues outside the committee's control.

**It was resolved that the Clerk will attend the debrief event and offer support from NTC**

EE 23/006 To update councillors on the progress of the Christmas Event, Christmas Illuminations and Bonfire

1. Christmas Event 10th December

- a. Fundraising is going well
- b. Stalls are being organised by a volunteer
- c. A letter to schools will be sent out
- d. Santa's gifts to be decided at next volunteer meeting

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2. Christmas Illuminations

Councillors expressed the wish to see the large Merry Christmas sign relocated to the side of a building at the south end of the High Street.

**It was resolved that the Assistant Clerk will look at ownership of the building to progress this matter**

3. Bonfire

- a. The event is organised and the theme for the fireworks music will be Tina Turner.
- b. A musician covering Amy Winehouse and Lady GaGa has been booked for the event.
- c. Wording for the posters will be updated to remove the sparkler wording.

A Safety Advisory Group meeting for both Christmas and Bonfire will take place on 27th September.

**It was resolved that the Clerk will share feedback from this meeting with councillors**

EE 23/007 To consider current requirements of Youth Space and agree recommendations for Full Council  
The Clerk had discussed the requirements of the group with the Youth Support Workers. Food preparation and sharing are a key part of the activities they undertake, along with other activities which require art and craft materials. The group leader will produce an outline plan for each term and the Clerk will share this with councillors.

**It was resolved that the following actions will be taken to support Youthspace:**

1. Kitchen equipment to be purchased to support pancake and toastie making
2. £500 to be granted to purchase food supplies
3. Councillors will be advised of additional items required
4. NYC Ward Councillors will be asked to match fund NTC donation to Youthspace

EE 23/008 To receive a request for support with the planning of a Santa Run in Northallerton  
Rotary Northallerton are considering organising a Santa Run in December. Councillors are broadly supportive of this event and the Clerk will continue to engage with them on the next steps

EE 23/009 To discuss and agree financial and administrative support required for Northallerton Camera Club Calendar  
The 2024 calendar will be focussed on North Yorkshire retaining a strong Northallerton element.

**It was resolved that administrative support will be offered for processing and a page will be taken by NTC**

EE 23/010 To consider and agree arrangements for the following:

1. Honorary Citizen Celebration (pre and post covid) and process for application in 2023 faced a delay in celebrating the achievements.

**It was resolved that an event will be organised to celebrate these achievements separately**

2. 150 Years Commemoration of the opening of the Town Hall in December

Heritage Hub will display pictures and artefacts for the month. Consideration will be given to holding an Open Day in the Town Hall, but this will be discussed with the Hub staff.

**It was resolved that the Assistant Clerk will meet with the Heritage Hub team to discuss the event further**

3. Planning the Freedom Parade 2024

**It was resolved that the Clerk will approach the RAF regarding planning this**

EE 23/011 To update councillors on feedback from NYP Speedwatch regarding South Parade  
An update was given and the next steps will be brought to a future meeting.

To confirm date and time of the next meetings as midday on 13<sup>th</sup> October and 12<sup>th</sup> January 2024

The meeting closed at 1.28pm