



Minutes of an Engagement and Events Committee Meeting of Northallerton Town Council held at 12:30 on Friday 15th December 2023 in the Town Hall

Present: Cllr P Eames, Chairman; Cllr S Barber; Cllr S Bell; Cllr P Cornfoot and Cllr J Hutson.

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

EE 23/024 To receive and consider Apologies for Absence and Declarations of Interest
All councillors were present.

EE 23/025 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 23/026 To approve the minutes of the Engagement and Events Committee meeting on Friday 13th October 2023

It was resolved that the minutes of the Engagement and Events Committee meeting on Friday 13th October be approved

EE 23/027 To receive and discuss feedback from the following events and agree necessary actions:

Feedback from councillors, staff, attendees and the public survey was considered for each of the following events and actions agreed as follows:

1. Bonfire & Fireworks Event
 - a. Live music needs to be uplifting and a local band will be sourced
 - b. Fireworks display should be the same length of time as this year
 - c. Consideration to be given to the position of the stage and fire, as the bonfire was not very visible
 - d. Donations will be sought via collecting on the night, with the use of volunteers, giving careful consideration to the positioning of these. Two donation points, with an electronic method of collection, will be set up and some "Raising Funds" posters will be put up on the event day
 - e. Sponsorship will be sought from local businesses
 - f. Communication between stage/organisers needs to be improved with better radios
 - g. A press release will go out in advance, encouraging attendance at an organised event
2. Remembrance Wreath Laying
 - a. Consideration will be given to the location of this event
 - b. Other stakeholders will be asked for their view
 - c. The location will be determined at a future meeting
3. Remembrance Service and Hospitality Event
 - a. Parking suspension to be implemented from 6pm the night before, between roundabout and Church
 - b. Guest list of 60 with a buffet to be maintained
 - c. Refreshments will be offered in the Town Hall Lower Hall for anyone on Parade

4. Christmas Event

1. Maintain the style of the event
2. Have an entertainer in the area of the queue
3. Consider a "quiet" slot for Santa's Grotto
4. Rearrange the layout slightly to encourage more movement along the High Street
5. Use the What's On section of the D&S Times to advertise for free
6. Continue to work with volunteers for fundraising aspects and helping on the day
7. Consider a late night shopping event, to be discussed with BID

It was resolved that the Clerk will work with the staff team, stakeholders and volunteers to implement these actions

Councillors offered thanks to all volunteers and staff for the excellent events that have been provided this year.



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EE 23/028 To consider and agree arrangements for a Local Transport Consultation Event in early 2024

A local Transport Consultation Event will take place on 10th February in the Town Hall, looking at transport around the town and priorities for developing this. North Yorkshire Council is keen to engage with NTC and residents of Northallerton regarding this.

EE23/029 To discuss a possible Memorial Project in conjunction with RAF Leeming and Applegarth School and agree next steps

Discussion took place regarding the possibility of installing a memorial recognising the loss of a Halifax Bomber in the Applegarth area. Both the RAF Leeming Station Commander and Applegarth School are keen to support this, with the suggestion that a commemorative plaque and some maple trees could be included and it be unveiled in time for the 80 yrs D-Day celebration on 6th June 2024.

It was resolved that the Clerk and Cllr P Eames will liaise with stakeholders and establish a cost for the project

EE23/030 To receive a short update from the Clerk on matters progressed since the last meeting
An update was circulated by email.

EE 23/031 To confirm the date and time of the next meeting as 12:30 on 12th January 2024

It was resolved that the next meeting will take place on 12th January 2024 at 12:30

The meeting closed at 13:34