**MINUTES OF A MEETING OF THE SPECIAL PROJECTS COMMITTEE**

**Held on Wednesday 6th November 2019 at 11:00am**

**In the Conference Room at Normanton Town Hall**

**Present:** Councillor Mrs C. Appleyard

 Councillor D. Appleyard

 Councillor Mrs E. Blezard – Chairman

 Councillor Mrs F. Marchant

 Councillor Mrs A. Moran

 Councillor Mrs C. Moran, BEM

 Councillor K. Wilson, JP

 Councillor B. Wood

**Public:** Councillor Miss J. Farrar

**Absent:** Councillor R. Best, Councillor S. Hudson, Councillor F.D. Jones, Councillor H.W. Jones, Councillor Mrs P. Mayne,Councillor A. Wassell, Councillor Mrs A. Wood

# 22. Welcome & Apologies

The Chairman welcomed everyone to the meeting and apologies were received on behalf of Councillor R. Best and Councillor F.D. Jones.

Apologies were received and reasons approved on behalf of Councillor S. Hudson, Councillor Mrs H.W. Jones, Councillor Mrs P. Mayne, Councillor A. Wassell and Councillor Mrs A. Wood.

# 23. Declarations of Interest

Members were reminded of the requirement to declare an interest on any item in which they had an interest.

Councillor Mrs F. Marchant declared an interest in Halloween 2021.

# 24. Minutes

RESOLVED that the minutes of a meeting of the Special Projects Committee held on Wednesday 9th October 2019 (Minute numbers 17-21; Pages 16-18) be received as a true record and the contents contained therein be approved.

(Proposed by Councillor Mrs C.A. Moran, BEM / Seconded by Councillor D. Appleyard)

# 25. Events in 2019

 Halloween Event

Members reviewed the Halloween event and it was RESOLVED that:

1. A letter of thanks be sent to Normanton Knightingale Cheerleaders for providing the use of their generator for the Market Stall area;
2. Some additional budget would be given to the Halloween event in 2020 to purchase more effective lighting at an approximate cost of £75.00-£100.00 each; and that
3. Normanton Knightingale Cheerleaders would be booked for the Halloween 2021 Dance Display.

Members also felt that more adequate queue control should be looked into for next year.

Remembrance Sunday

Members were given an update on the future of the band that is currently used for the event. It was noted that a new band will need to be booked for 2020 onwards, but that this may prove difficult due to many local bands already having a regular booking.

Christmas Lights

Members were given an update on the power for the Market Stalls and it was confirmed that Wakefield MDC will provide portable lighting for the day.

Volunteers were requested for wrapping presents and building Christmas trees.

Joint Schools Carol Service

Members were reminded of the dates for the Joint Schools Carol Services in Normanton and Altofts.

Christmas Party

Members were given an update on the purchase of books and the potential cost for bags.

RESOLVED that both the gift and the selection box would be wrapped as one parcel this year.

Christmas Celebration

Members reviewed the budget for this year’s Christmas Community Celebration.

Party @ Haw Hill 2020

The Town Clerk provided quotes for performers for next year’s event.

RESOLVED that:

1. The same tribute artist would be booked as Katy Perry and Taylor Swift at a cost of £800.00;
2. The same tribute artist would be booked as Michael Buble and Elvis Presley at a cost of £750.00; and that
3. Unsigned acts be used to fill the remaining time.

Party @ Haw Hill 2021

Members were given some options to consider for the 2021 event and it was requested that an Ed Sheeran tribute act be considered.

# 26. Events for 2020

Members were asked to consider the proposed Special Projects budget for 2020/21.

RESOLVED that the following budgets for events in 2020/21 would be put forward for submission to the Finance Committee:

Children’s Easter Competition £400.00

Mayor Making £3,000.00

Civic Sunday £500.00

Summer Band Concerts £900.00

Party @ Haw Hill Park £15,000.00

Gala £24,000.00

Horticultural Show £2,400.00

Local Democracy Visits £100.00

Halloween Event £1,400.00

Remembrance Sunday £2,700.00

Switch On of Christmas Lights £2,200.00

Children’s Christmas Parties £1,600.00

Christmas Celebration £170.00

Legal Costs £1,500.00

Other Events £600.00

TOTAL £57,470.00

In the absence of any further business, the Chairman thanked everyone for their attendance and closed the meeting.