

MINUTES OF A MEETING OF THE SPECIAL PROJECTS COMMITTEE

Held on Wednesday 11th November 2020 at 11:30am

In accordance with the Local Authority and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting was conducted remotely, via the Zoom video conferencing platform.

Present: Councillor Mrs C. Appleyard
Councillor D. Appleyard
Councillor Mrs P. Mayne
Councillor K. Wilson
Councillor W. Wood

Absent: Councillor R. Best, Councillor Mrs E. Blezard, Councillor S. Hudson, Councillor Mrs H.W. Jones, Councillor Mrs F. Marchant, Councillor Mrs A. Moran, Councillor Mrs A. Wood

1. Welcome & Apologies

In the absence of the Chairman and Vice-Chairman, Councillor Mrs P. Mayne chaired the meeting.

Councillor Mrs P. Mayne welcomed everyone to the meeting.

Apologies were submitted on behalf of Councillor R. Best, Councillor Mrs E. Blezard, Councillor S. Hudson, Councillor Mrs H.W. Jones, Councillor Mrs F. Marchant, Councillor Mrs A. Moran, and Councillor Mrs A. Wood.

2. Declarations of Interest

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

No declarations were made.

Signed

3. Minutes

RESOLVED that the minutes of a meeting of the Special Projects Committee held on Wednesday 11th March 2020 (Minute numbers 35-38; Pages 34-37) be received as a true record and the contents contained therein be approved.

(Proposed by Councillor K. Wilson, JP / Seconded by Councillor W. Wood)

4. Update on Events in 2020

The Town Clerk provided an update on the events in 2020 and confirmed that all events from the end of March onwards had been cancelled in line with Government guidance.

The report set out the costs for events which had been cancelled including:

i) Party @ Haw Hill Park	£1040.24
ii) Gala	£1267.50
iii) Flower Show	£52.00
iv) Remembrance Sunday	£205.00
v) Switch On	£27.50
vi) Christmas Party	£300.00

Christmas gifts would be provided to the Year 1 children by arrangement with each school. Gift delivery will be subject to social distancing and quarantine.

RESOLVED that the report be received.

5. Events in 2021

The Town Clerk circulated a list of events scheduled for 2021 and provided updates on the bookings that had been transferred from 2020.

It was accepted that all events are subject to cancellation if the Coronavirus pandemic hasn't been brought under control.

Easter Colouring Competition

This event to go ahead as planned and managed in a socially distanced way.

Signed

Mayor Making

Alternative venues and possibly a reduced guest list to be considered and a further report to be brought to Committee in the New Year.

Civic Sunday

To be reviewed in May, once the new Mayor has taken office.

Summer Band Concerts

This event is to be reviewed in January, once the position with Coronavirus is clearer.

No bookings are to be made at this stage

Party @ Haw Hill Park

The following acts have been transferred from 2020:

- i) Elvis (tribute)
- ii) Michael Buble (tribute)
- iii) Katy Perry (tribute)
- iv) Taylor Swift (tribute)
- v) Gary Barlow (tribute)

Work would need to begin in the New Year on obtaining quotes for services.

Normanton Gala Weekend

The following acts have been transferred from 2020:

- i) Dangerous Steve
- ii) BMX Show
- iii) Circus Avago
- iv) Wonder Wheelers

There is around an hour to fill in the arena.

JP Baker School of Dance would be asked to lead the parade.

There would be no marching band booked.

Signed

Work would need to begin in the New Year on obtaining quotes for services.

Flower & Vegetable Show

The Show Schedule would be shared as soon as possible with no amendments from 2020.

The venue of Normanton Junior Academy would be booked as soon as possible.

Work would need to begin in the New Year on obtaining quotes for services.

Halloween

JP Baker School of Dance are to be asked to perform in 2021.

Normanton Knightingales are to be asked to perform in 2022.

Remembrance Sunday

Skelmanthorpe Band should be booked as soon as possible for their usual fee of £500.00.

Christmas Lights Switch On

There would be no work on this event until later in the year.

The Christmas Market would be reviewed, subject to the works having been carried out on the market stalls.

Children's Christmas Party

Truffles the Magician will be booked at his usual fee of £275.00.

Schools will be informed of the date, but no further work will be done until later in the year.

Schools Carol Service

The schools will be informed of the dates, but no further work will be carried out until later in the year.

Signed

Christmas Celebration

Councillor D. Appleyard will be appointed as the Town Council representative along with the Town Clerk.

RESOLVED that the report be received and the appropriate actions be taken.

6. Purchase of Replacement Display Boards

The Town Clerk circulated a variety of designs, quotes and options for the replacement of the display boards.

These boards were to be replaced due to health and safety issues with the existing boards.

It was agreed that the Town Council would purchase the following:

- i) 3 x 7 panel concertina boards on castors
- ii) 2 x 5 panel concertina boards on castors

The costs from the three suppliers were very close at £1,804.00 - £2,149.00 and the Town Clerk was asked to contact each supplier to see if there was any bulk discount or free delivery.

RESOLVED that the purchase of replacement display boards be approved and that the Town Clerk was delegated authority to place the order with the company who provided the best price.

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

Signed