

# NORMANTON TOWN COUNCIL



## **MINUTES OF A MEETING OF THE SPECIAL PROJECTS COMMITTEE** **Held on Tuesday 28<sup>th</sup> June 2022 at Woodhouse Community Centre**

Present: Councillor E Blezard – Chairman  
Councillor J Farrar  
Councillor H Jones – Vice-Chairman  
Councillor P Mayne  
Councillor A Moran  
Councillor J Wilson, JP  
Councillor W Wood

Donna Johnston – Town Clerk & RFO  
Administrative Officer

Absent: Councillor C Appleyard  
Councillor D Appleyard  
Councillor S Hudson  
Councillor M Jennings  
Councillor F Marchant  
Councillor P Marchant  
Councillor A Wood

### **001. Apologies for Absence**

Apologies were received on behalf of Councillor C Appleyard, Councillor D Appleyard, Councillor S Hudson, Councillor M Jennings, Councillor F Marchant, Councillor P Marchant, Councillor A Wood.

### **002. Declarations of Interest**

Members were reminded of the requirement to make an appropriate declaration at the meeting on any item(s) in which they had an interest, in accordance with the Code of Conduct.

There were no declarations made.

**003. Minutes**

RESOLVED that the minutes of a meeting of the Special Projects Committee held on Wednesday 10<sup>th</sup> November 2021 (Minute Numbers 14-20; Pages 13-16) be received and the contents contained therein be approved.

**004. Notes of Informal Meeting**

RESOLVED that the notes of an informal meeting held on Thursday 13<sup>th</sup> January 2022 be received.

**005. Events in 2022**

Members received an update on events in 2022.

Easter Colouring Competition

- Excellent number of entries – 370

Mayor Making

- The event went well in church with a reduced guest list.
- Two course meal provided at £10/head plus £130 for glassware and crockery.
- A selection of drinks was provided on each table.
- Church Hire - £250.00 for hire plus £40 for cleaning.
- Casual staff assisted with setting up and packing away after the event.

Members thanked all the staff and volunteers who were involved with the event.

Jubilee

- 2240 Commemorative coasters were provided to local primary schools just before the Jubilee weekend.
- Service of Thanksgiving and Beacon Lighting held at All Saints Church on Thursday 2<sup>nd</sup> June.
- Brass Band concert proposed delayed due to availability issues with the band.

Civic Sunday

- A Civic Sunday service was arranged for outgoing Mayor, Councillor D Appleyard. It was well attended.
- A Civic Sunday service was arranged for new Mayor Councillor F Marchant on 26<sup>th</sup> June with catering by Create Café. The food was well presented with many compliments received.

- It was recommended that some protocol training be offered to Councillors for civic events.

#### Party @ Haw Hill Park

- The following performers were booked:  
Channy & Support Acts £350  
Michael Clews as Elvis Presley and Michael Bubl   £1,000  
Katy Ellis as Katy Perry and Taylor Swift £1,000  
Dan Hadfield as Gary Barlow £1,000
- Stage Hire – confirmed with HG1 at £3,536
- Presenter - confirmed with Ian at £350
- Litter – confirmed with WMDC at £716.13 plus additional tipping charges if required.
- Security – confirmed with TD Events at £1015.50
- Changing Facilities – The Grange B&B at £187.50
- Toilets – confirmed with GS Toilet Hire at £1,770
- First Aid – confirmed with Trinity Medical at £371
- Minibus Hire – confirmed with The Well at £300 with our own driver.
- Fence Hire – confirmed with Yorkshire Fence Hire at £295
- Chair Hire – confirmed with You Can Hire at £108
- Gazebo – Would be purchased for around £60 depending on what was available.
- Health & Safety documentation has been submitted to the SAG Group.

#### Gala

- The following entertainment was booked:  
Vander Wheel £1845  
Mighty Smith £735  
Dinosaurs £850  
Ian’s Mobile Farm £890.50
- Stage – confirmed with HG1 at £1,800
- Litter collection – confirmed with WMDC at £898.72 plus additional tipping charges if required.
- Security – confirmed with TD events at £717
- Toilets- confirmed with GS Toilet Hire at £2,230
- First Aid – confirmed with Trinity Medical at £901
- Fireworks – confirmed with Fuse Fireworks at £4,000
- Marquee Hire – confirmed with Mudfords at £1,320
- Members discussed again the Parade route and confirmed that they would continue with the previously agreed revised route

from Welbeck in the interests of safety whilst the parade is set up.

- The draft press release had been circulated to all members of the Council for their comments before being circulated via Facebook and the Normanton Advertiser.
- It was acknowledged that there would be some disappointment with the decision but that we would continue to search out solutions for 2023 to bring the parade back to Altofts.
- A letter of thanks for Gala 2021 was read out to members.
- A report of a meeting with a parade entrant was provided following a complaint in 2021. No further action was required.

#### Flower Show

- The schedule had been revised following comments from exhibitors and circulated.
- The venue was booked with Normanton Junior Academy
- Catering – Options would be considered for a lunchbox option as last year.

#### Mayors Bowls

- It was suggested that the Mayors Bowls could be held on Tuesday 13<sup>th</sup> September during the day so that members can still attend Council in the evening.

#### Talk & Slide Show

- The event would be held on Tuesday 27<sup>th</sup> September at All Saints Church.

#### Halloween

- Dance Display – confirmed with Normanton Knightingales £50
- The event would have a Harry Potter theme.

#### Remembrance Sunday

- Sound System – confirmed with HG1 at £300
- A resident had requested to do a reading at the service – he was referred to the Royal British Legion who were looking for support.

#### Switch On

- We are working on relocating the fairground to a car park area – awaiting confirmation on this.
- Smaller attractions would remain in the High Street
- Stage – a larger stage was booked with HG1 at £1250

- Entertainment – confirmed with a Michael Bublé Christmas Tribute at £500 who will perform at 6.30pm
- The Switch On will be at the later time of 7pm
- The Mayoral Party will not walk through the crowd but will be escorted down a quieter route to avoid pushing through the audience.

RESOLVED that the decisions outlined above be approved.

#### **006. Events in 2023**

The dates for events in 2023 were approved as follows:

Feb/Mar	Easter Colouring Competition
9 <sup>th</sup> or 12 <sup>th</sup> May	Mayor Making
25 <sup>th</sup> June	Civic Sunday
8 <sup>th</sup> July	Party @ Haw Hill Park
9 <sup>th</sup> September	Gala Day
10 <sup>th</sup> September	Gala Sunday
16 <sup>th</sup> September	Flower Show
26 <sup>th</sup> September	Talk & Slide Show
24 <sup>th</sup> October	Halloween in Normanton
12 <sup>th</sup> November	Remembrance Sunday
24 <sup>th</sup> November	Christmas Lights
5 <sup>th</sup> December	Christmas Party
7 <sup>th</sup> December	Normanton Schools Carol Service
11 <sup>th</sup> December	Altofts Schools Carol Service
14 <sup>th</sup> December	Christmas Celebration

#### Party @ Haw Hill Park

- Performers – The following performers have been booked:  
Lewis Capaldi / George Ezra / Ed Sheeran £1,000  
Rod Stewart £625, Jess Glynn £625, Oasis £1,000

#### Gala

Parade – discussions will be ongoing to find a more suitable location for the Gala Parade start point.

Entertainment – There was a limited range of entertainment available. Members liked a few of the suggestions. Availability would be obtained with a view to discussing at the next meeting.

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