

# **NORMANTON TOWN COUNCIL**



## **MINUTES OF THE EVENTS COMMITTEE**

Held on Monday 20<sup>th</sup> January 2025 at 1.30pm at Normanton Town Hall

Present: Councillor C Appleyard  
Councillor E Blezard - Chairman  
Councillor S Hudson  
Councillor P Mayne  
Councillor T Morgan  
Councillor C Parsons

Donna Johnston – Town Clerk & RFO  
Helen Senior – Admin Officer

Absent: Councillor A Bones  
Councillor H Jones – Vice-Chairman  
Councillor M King  
Councillor F Marchant  
Councillor J Pritchard  
Councillor P Sampson  
Councillor K Wilson

**035. To receive apologies for absence.**

**RESOLVED:** that apologies for absence be received on behalf of Councillors H Jones, M King, F Marchant, P Sampson, and K Wilson.

**036. To receive Declarations of Interest.**

No declarations of interest were recorded.

**037. To approve and sign the minutes of a meeting of the Events Committee.**

**RESOLVED:** that the minutes of the Events Committee held on Monday 9<sup>th</sup> December 2024 (Minute Numbers 026-034; Pages 14-17) be received as a true record and signed by the Chairman.

**038. To review recent events including the Christmas Celebration and the Santa Run.**

Members reviewed the last two events of 2024 and made the following observations:

## Christmas Community Celebration

- Those who attended all agreed that the event went well. There was a higher turnout than in previous years, which was fantastic.
- The refreshments were very popular, with the hot water running out halfway through the queue. It was suggested that smaller cups could be used for 2025, and signs could be utilised to help form orderly queues.

## Santa Run

- Those that attended the Santa Run confirmed that it was a resounding success, and the amount raised for The Well Project was fantastic.
- Looking to 2025, it was agreed that dedicated rest and photo opportunity stops should be factored in.
- Councillor Hudson had been approached by a company offering to lend decorated buggies for volunteers to utilise during the run, free of charge.

### **039. To review the Events Committee Budget for the 2024/25 financial year.**

**RESOLVED:** that the Events Committee Budget report for the 2024/25 financial year, showing a total income of £7,007.15 and total committed expenditure of £62,597.64, be received.

### **040. To review the draft Events Committee Budget for the 2025/26 financial year.**

**RESOLVED:** that the draft Events Committee Budget report for the 2025/26 financial year, showing a total to date expenditure of £27,731.00, be received.

### **041. To discuss arrangements and consider quotes for events in 2025.**

#### VE Day 80

- Finger Buffet and Scones to be ordered from STW Catering.
- A 1940's style singer is to be booked for the entertainment.

#### Mayor Making

- Pie and Peas, Roasties, and cold dessert options to be ordered from STW Catering.
- A selection of wines, lagers and soft drinks to be provided for each table.
- The guest list was reviewed and finalised.
- The dancefloor would be situated in the side chapel to keep the main area available for guests to sit.

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## NTC 50

- A Community Awards event to be held in June 2025, date to be confirmed once availability has been discussed with All Saints Parish Church.
- Full Buffet including warm potatoes, pasta, and rice dishes to be ordered from STW Catering.
- Guests will receive a welcome drink of Prosecco or Bucks Fizz, with a non-alcoholic option. Juice and water will be provided for each table, and hot beverages are to be served from the servery.
- Categories for the awards will be as follows: Outstanding Support for Children and Young People, Outstanding Support for Older People, Outstanding Support in Sports and Recreation, Outstanding Contribution by a Voluntary Organisation, and Young Community Champion. The category for the public to select will be Community Champion.
- Each shortlisted nominee will receive a framed certificate, and the winners will also receive an engraved glass award.

## Civic Sunday

- Finger Buffet to be ordered from STW Catering.
- A meeting is to be arranged with the Mayor to discuss the order of service.

## Party @ Haw Hill Park

- The stage would be placed in the opposite corner of the field this year, out of the way of neighbouring houses to mitigate noise pollution.
- The following performers to be booked at an overall total of £3,925.00, subject to availability:
  - Channy, Jamie Lee Harrison + 1 other £500.00  
To be booked through Channy Music
  - Kylie Minogue tribute £675.00
  - Dolly Parton tribute £650.00
  - Avril Lavigne tribute £650.00
  - Cher tribute £550.00
  - Fleetwood Mac tribute £900.00Total £3,425.00 to be booked via Aston Management.

## Summer Brass Band Concerts

- Altofts and Normanton Brass Band and Crofton Silver Band will be approached regarding their availability.
- One Band Concert will take place in Normanton and the other will be held in Altofts.

## Gala

- Afternoon Tea in a box to be ordered for Civic Guests, Volunteers and Staff from STW Catering.
- A meeting is to be arranged with the Miners Arms and Poplar Inn pubs to discuss possible parking and refreshment options for the Parade starting point.
- Jade Wright is to be approached for the pre-Fireworks entertainment.

## Talk & Slide Show

- Members were happy to keep the format the same as in previous years.

## Halloween in Normanton

- Following the review of the event in 2024, it was agreed that a gazebo would be placed outside for entry forms to be handed out and returned due to limited space within the Well Project building.
- Quotes are to be obtained from Donna's Facepainting for x3 face painters, and from Flying Squadron for the Owl Display.

## Remembrance Sunday

- A singer or choir to be sourced to assist with the hymns during the service.
- Plans for a knitted/crocheted Poppy Cascade at the Town Hall would go ahead, lead by Councillor C Appleyard.
- Soup and sandwiches, and a selection of seasonal desserts to be ordered from STW Catering.

## Christmas Lights Switch On

- Following the review of the event in 2024, it was agreed to move the stage further down the precinct and have it facing upwards to provide better visibility and footfall to the shops that remain open during the event.
- Stew and Dumplings and a cold dessert to be ordered from STW Catering.
- Availability and costs are to be looked into for Ian's Festive Farm.

## Children's Christmas Party

- Each party to last 1.5 hours to provide extra travel time for the schools.
- Truffles the Magician is to be approached for the parties in 2025.

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## Christmas Community Celebration

- Members were happy to keep the format the same as in previous years.

### **042. To consider if the Santa Run should be organised again in 2025 and added to the Town Council's regular calendar of events.**

Members reviewed the organisation of the Santa Run and discussed the feasibility of holding the event in 2025 and beyond.

**RESOLVED:** that the Santa Run will proceed in principle for 2025 and be added to the Town Council's regular calendar of events subject to a meeting with Goldwings and The Well Project to confirm their availability and involvement. The offer of the old sleigh is to be declined due to storage issues.

Members delegated future discussions regarding the Santa Run to a Working Group consisting of Councillors E Blezard, S Hudson, P Mayne, and T Morgan, along with one representative each from Goldwings and The Well Project.

### **043. To discuss arrangements and consider quotes for events in 2026.**

#### Party @ Haw Hill Park

- The following performers to be booked via Aston Management at a total cost of £2,800.00, subject to availability:
  - Harry Styles tribute - £600.00
  - Sabrina Carpenter tribute - £750.00
  - George Ezra tribute - £425.00
  - Taylor Swift tribute - £600.00
  - Ed Sheeran tribute - £425.00

#### Gala

- Ian's Mobile Farm including Daisy the Milking Cow to be booked at a total cost of £860.50.

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