



Mrs J Nolan
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Minutes of Ackworth Parish Council's Village Events Committee held on THURSDAY 1st FEBRUARY 2024 COMMENCING AT 6PM.

Attendees

Cllr Martin Roberts
Cllr John Bell
Cllr Sharon Maiden
Cllr Sarah Balfour (arrived at 18:05)

Clerked by the Projects and Events Manager

<p>1. Reminder by the Chair of the Council's expectations for the audio or visual recording of this meeting. <i>The Parish Council meeting may be audio recorded under the Openness of Local Government Regulations 2014. Devices are to be placed on the table provided throughout the meeting.</i></p>
<p>2. Apologies 2.1 To receive apologies for absence given in advance of the meeting 2.2 To consider the approval of reasons given for absence</p>
<p>2.1 / 2.2 Apologies were received from Cllr A Cook and Cllr N Bland as recorded in the book.</p>
<p>3. Declarations of Interests and Dispensations 3.1 To receive any declarations of interest not already declared under the Council's Code of conduct or a member's Register of Disclosable Pecuniary Interests on items on the agenda 3.2 To receive, consider and decide upon any written applications for dispensation for disclosable pecuniary interest 3.3 To grant any requests for dispensation as appropriate</p>
<p>3.1 / 3.2 / 3.3 None to receive</p>
<p>4. To note the minutes for the Village Events Committee meeting held on 16th November 2023.</p>
<p>4.1 It was noted that Cllr Cook was marked as an Attendee as well as accepted her apologies. The minutes were noted.</p>
<p>5. To receive a debrief report from the Events and Project Manager regarding Santa Day 2023 and consider the event format for recommendation for 2024.</p>
<p>5.1 The report was noted. An overview was given on the Santa Day 2023 Event 'Pros and Cons' which was used to assist the recommendations of this committee for the 2024 Event.</p> <p>It was recommended</p> <ul style="list-style-type: none">To use an alternative ticketing system for 2024 - Cllr Balfour proposed and Cllr Roberts seconded – All in favour

- To look for and book an alternative Magician for 2024 - Cllr Balfour proposed and Cllr Roberts seconded – All in favour
- To book a variety of craft stalls for Santa Day 2024 that are more suitable for a family event. - Cllr Roberts proposed and Cllr Balfour seconded – All in favour
- To run the event over two days, Saturday 10am – 2pm and Sunday 11 – 2pm - Cllr Maiden proposed and Cllr Bell seconded - All in favour
- To recommend that the council purchase the replacement Christmas event decorations required for 2024 as soon as possible whilst items are reduced in price. These are to include pre-lit Christmas trees in replacement of the existing trees, a light projector and replacement decorations. For the Clerk/RFO to determine how this expenditure is to be accounted for within the current 23/24 budget so that purchases can be made immediately - Cllr Balfour proposed and Cllr Maiden seconded – All in favour.

6. To receive an annual events schedule for 2024 from the Events and Project Manager, outlining each event, the date to be held, a brief/requirement of the event and the proposed budget expenditure for review and recommendation by this committee.

6.1 The Annual Events Proposal was **noted**.

With the following recommendations

- To agree events planned dates, proposals, and recommendations in the plan, including Gala and Santa Day- Cllr Balfour proposed and Cllr Bell seconded – All in favour.
- To agree the budgets in the plan excluding the Scarecrow and Volunteer events.
- To recommend the 6th July for Ackworth Quarries Community Centre Official Opening - Cllr Bell proposed and Cllr Maiden seconded – All in favour.
- To agree in principle that the Strata Opening will include invites to Existing Groups, include information on the centre and how to book, and to invite the Wakefield Mayor and Local MP to cut the Ribbon. - Cllr Roberts proposed and Cllr Maiden seconded – All in favour.
- To recommend the budget for the Scarecrow Festival 2024 of up to £200. This event will work in partnership with the Ackworth Scarecrow Festival who will assist with choosing this year's theme. Cllr Balfour proposed and Cllr Maiden seconded – All in favour.
- To recommend the date for the proposed Volunteer Celebration as Friday 20th September 2024 and to invite the Wakefield Mayor to present the awards. Cllr Roberts proposed and Cllr Balfour seconded – All in favour.
- To recommend a separate budget heading for the Christmas Light Switch-on with the event budget set at £500 from the current budget header of Christmas Lights – Cllr Maiden proposed and Cllr Bell seconded – All in favour.

7. To re-review a previous recommendation from this committee from February 2023 regarding the sponsorship of hanging baskets from 2024 onwards.

7.1 It was **recommended** to increase the number of Sponsored Hanging baskets from 10 to 20 as previously agreed VE20/02/2023 at an increased value of £120 - Cllr Balfour proposed and Cllr Maiden seconded – All in favour.

8. Christmas Lights

8.1 To elect a representative to attend the virtual WMDC Christmas Lights Steering Group Meeting 2024 week commencing 26th February.

8.2 To explore further funding methods to support Christmas Lights in Ackworth.

8.3 To receive a proposal from the Chair of this committee on requirements for 2024.

8.4 To review the current budget structure for Christmas Lights and Christmas Lights 'Switch On' and recommend a course of action.

8.1 It was **recommended** that Cllr Maiden would attend the virtual WMDC Christmas Lights Steering Group on the 28th Feb at 1pm - Cllr Balfour proposed and Cllr Roberts seconded – All in favour.

8.2 It was **recommended** that the Chair of this committee and the office would draft a letter to the council regarding the different options of funding streams available to support Parish Councils with funding Christmas Lights. It was also **recommended** to explore any other options of funding for Christmas Lights - Cllr Roberts proposed and Cllr Maiden seconded – All in favour.

8.3 Cllr Roberts proposal was **agreed in principle** for **recommendation** offering a series of concentrated Christmas lights displays throughout the village. Cllr Roberts proposed and Cllr Balfour seconded – All in favour.

It was also **recommended** that this would be rereviewed by this committee in July for '2025 Christmas Lights' following the information gathered from WMDC and other Companies. Cllr Roberts proposed and Cllr Maiden seconded – All in favour.

8.4 It was **recommended** that a separate budget heading for the Christmas Light Switch-on with the event budget set at £500 from the current budget header of Christmas Lights as discussed in agenda item 6.1 – Cllr Maiden proposed and Cllr Bell seconded – All in favour.

9. Other Events

9.1 To receive communication from YLCA on upcoming D-Day Events

9.2 To decide for recommendation a date for Cllr Maiden's Coffee Morning proposal, staff support requirements and a budget for the event.

9.3 To review the 'Other Events' proposed budget for 24/25 to ensure it covers all other events in this period.

9.1 Information **received** and the committee **recommends** that the PM contacts the Church regarding the 'Bell Ringing' for this event, along with the Royal British Legion and Ackworth Heritage Group regarding their planned activity. PM to liaise with the groups about the planned Beacon lighting. Cllr Roberts proposed and Cllr Maiden seconded – All in favour.

9.2 It was **recommended** that an initial budget of £100 to cover the purchase of Tea, coffee and cakes would be allocated to Cllr Maiden's Coffee Mornings. The planned dates for these are Wednesday 24th April 24 and Wednesday 22nd May 2024 at 10.30- 12pm for both dates. Cllr Maiden proposed and Cllr Balfour seconded – All in favour. The PM would support the events including producing posters and social media posts.

9.3 It was **recommended** that it is agreed in principle to earmark general reserves to fund the Volunteers Celebration Event with a budget of up to £500. - Cllr Roberts proposed and Cllr Maiden seconded – All in favour.

Meeting Closed 19:55