

THATCHAM TOWN COUNCIL
Minutes of a Meeting of the
Events Committee
held on Monday 5th February 2024 at 19:00hrs
in the Council Chamber, Brownsfield Road, Thatcham

Present: Councillor Mark Lillycrop (Chairman)
 Councillors Jay Lunn, Petra Pemberton, Simon Pike (substituting for Jeff Brooks), Christine Rice, Ben Schiffer-Harte and Stephanie Steevenson

In attendance: John Sackett (Events Manager) and Emily Moseley (Events Officer)
 Councillor Tom McCann
 Kierra Desay and Chris Turner (Thatcham 10K Run Committee)

EV/2024/01 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Suzanne Adamantos, Jeff Brooks (Simon Pike appointed as substitute) and Mike Cole.

EV/2024/02 DECLARATIONS OF INTEREST

Councillor Lunn declared a non-pecuniary interest in agenda item numbers 6 and 9 (EV/2024/06 & EV/2024/09) as owner of Picture It Framed, a town centre business.

EV/2024/03 MINUTES

RESOLVED

that the minutes of the meeting held on 6th November 2023, having been previously circulated, be taken as read, confirmed, and signed as an accurate record.

EV/2024/04 BUDGET REVIEW 2023/24 and 2024/25

Committee reviewed the year-to-date budget 2023/24 and the adopted budgets for 2024/25. The Events Manager explained that budgeted income for sponsorship for 2024/25 was less than received in 2023/24 as there was a risk sponsorship however it is felt that we could make up any shortfall from either ticket income or stalls income in events. Events had favourable quotes for high-cost items of Traffic Management Services and The Stage Bus for 2024/25. No other issues arising.

EV/2024/05 HERITAGE WORKING PARTY

RESOLVED

to adopt the Minutes of the Heritage Working Party meeting held on 9th January 2024.

EV/2024/06 EVENTS WORKING PARTY

RESOLVED

to adopt the Minutes of the Events Working Party meeting held on 23rd January 2024.

EV/2024/07 COMMUNITY EVENTS

Committee noted the following update from Councillor Cole: Thatcham Town Council was keen to encourage an increasing diversity of activities and events within the Town, as well as supporting Thatcham sports clubs to hold events for their own fundraising activities. As there may be risks attached, due to weather and many other factors, the Town Council had devised a scheme to underwrite the financial risk, to an agreed amount, to enable clubs to plan with confidence, provided that it was an event available to local residents and in Thatcham.

Events Committee
5th February 2024

EV/2024/08 EVENTS WORKING PARTY UPDATES

i. D-DAY 80

Committee supported a proposal from Royal British Legion Thatcham to stage a commemorative service at the Memorial Garden at 11:00hrs on 6th June 2024, subject to approval from Thatcham Memorial Foundation, followed by refreshments in Thatcham Town Council Chamber. Members considered also supporting the lighting up of Greenham Control Tower at 21:15hrs on 6th June by encouraging Thatcham residents to attend and the possibility of supporting a shuttle-bus service, as well as a beacon lighting in Thatcham at 21:15hrs.

RESOLVED that, subject to further research, to support the Greenham Control Tower event as well as investigate a beacon lighting event in Thatcham and that Councillor Lillycrop and the Events Manager to decide on appropriate action.

ii. Thatcham 10k Race

Councillor Schiffer-Harte provided a positive update on event plans. Further details of the event, including a call out for volunteers as well as race entrants, could be found on <https://www.thatcham10k.co.uk/>

iii. Music Survey Report

The Events Manager updated Members on the next stages of the report. A meeting had taken place with Berkshire Music Trust who would be submitting a costed proposal to manage the findings of the report.

iv. Rural Touring Scheme

Plans were in place and budget had been approved to deliver 4 events at 4 different locations in 2024. Councillor Stevenson wished to bring attention to 'The Moors' as a possible venue.

v. Kids Fest Thatcham

The Events Manager and Councillor Lunn presented an update of the event planned for 29th August to take place on The Broadway Green, Turnfields (play area/park) and Thatcham High Street which would be closed to traffic. Funding had been allocated for the event. Councillor Lunn noted the need to continue to involve residents and that safety considerations regarding road crossings should be carefully considered in planning, especially between Turnfields and access to The Broadway Green.

RESOLVED to approve plans to close the High Street for Kids' Fest.

EV/2024/09 REMEMBRANCE SUNDAY

The Events Manager provided a report on the Parade which had taken place on Sunday 12th November 2023. Councillor Stevenson wished to bring to Members attention that it was a Parade and once it began silence should be observed.

EV/2024/10 COMMONWEALTH FLAG RAISING 2024

It was noted that the Mayor would raise the Commonwealth Flag on the flagpole at the Council Offices on Monday 11th March 2024.

Events Committee
5th February 2024

EV/2024/11 FAMILY FUN DAY

Members agreed to allow a carefully curated number of 'craft style' traders selling alcohol provided that their Temporary Event Notice (TEN) licence to sell was checked, that they were located carefully and that there was a time limit in terms of consumption times. Members supported continuation of the Dog Show subject to the weather.

EV/2024/12 WARMING UP FOR CHRISTMAS 2023 and 2024

Events Manager provided a report on the 2023 event, stating the intention in 2024 to close Thatcham High Steet to allow more gift style stalls to take part, as well as to increase awareness of High Street shops, on the evening of Friday 6th December 2024. In addition, to create a Saturday daytime festive market with entertainment on Saturday 7th December, developing on from the success of 2023's market.

It was agreed that the proposals for new light decorations would be evaluated at the next Events Committee meeting.

There being no further business the Chairman declared the meeting closed at 20:43hrs

Signed: _____ Date: _____