

**THATCHAM TOWN COUNCIL**  
**Minutes of a Meeting of the**  
**Events Committee**  
**held on Monday 4<sup>th</sup> November 2024 at 19:00hrs**  
**in the Council Chamber, Brownsfield Road, Thatcham**

Present: Councillor Suzanne Adamantos (Chairman)  
 Councillors Mark Lillycrop, Dave Lunn, Jay Lunn, Tom McCann,  
 Ben Schiffer-Harte, Stephanie Steevenson and Val Watts (substituting for  
 Petra Pemberton)

In attendance: John Sackett (Events Manager) and Sarah Newman (Events Officer)

**EV/2024/33 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors John Boyd, Mike Cole and Petra Pemberton (Val Watts appointed as substitute).

**EV/2024/34 DECLARATIONS OF INTEREST**

No Declarations of Interest were made.

**EV/2024/35 MINUTES PREVIOUS EVENTS COMMITTEE**

**RESOLVED**

That the Minutes of the meeting held on 10<sup>th</sup> June 2024, having been previously circulated, be taken as read, confirmed, and signed as an accurate record.

There were no matters arising from the previous meeting.

**EV/2024/36 EVENTS WORKING PARTY**

It was asked if a decision had been made on extending Family Fun Day, as per the Minutes of the Working Party meeting on the 12<sup>th</sup> August 2024, and confirmed that no decision had been made as yet.

**RESOLVED**

To adopt the Minutes of the Events Working Party meetings held on 12<sup>th</sup> August 2024 and 25<sup>th</sup> September 2024.

**EV/2024/37 HERITAGE WORKING PARTY**

Events Officer gave an update on the delay of the 2024 Blue Plaque, Beating of the Bounds and Town Centre Blue Plaque Trail.

**RESOLVED**

To adopt the Minutes of the Heritage Working Party meeting held on 6<sup>th</sup> August 2024.

**EV/2024/38 BUDGET REVIEW 2024/25**

- i. Events Manager gave a brief overview of budgets. Additional £800.00 budget for Warming up for Christmas was agreed by the Finance & General Purposes Committee (FGP/2024/36).
- ii. The Committee discussed Sponsorship and if we should be getting more Sponsorship for key events. It was suggested by the Events Manager that another Sponsorship planning meeting in the new year would be worthwhile and to invite Councillor Schiffer-Harte to this.

**EV/2024/39 FAMILY FUN DAY 2024 / 2025**

It was noted that an underspend for Family Fun Day 2024, of up to £2,200, had been approved by the Finance & General Purposes Committee (FGP/2024/36) for investment in the additional equipment identified for future Fun Days, to be spent in this financial year, on items such as large, coloured flags and directional signs.

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**EV/2024/39 FAMILY FUN DAY 2024 / 2025 continued**

Other areas discussed in the Events Working Party were to invest in a bigger stage for Family Fun Day, the upgrade for this to be paid in this financial year. The Committee also discussed the idea of having a more central position for the stage.

**EV/2024/40 KIDSFEST**

The Committee briefly discussed KidsFest, with very positive feedback.

**EV/2024/41 THATCHAM FESTIVAL**

Events Officer went through a few of the highlights on the Festival as feedback was still being collated from Officers, Councillors and the Public. Feedback to date was generally positive, with good attendance for most of the events.

The Committee discussed ideas and growth for 2025, including multiple dates for popular events and different timings to reach a wider group within the community. The Committee also discussed balancing growth of the Festival with getting it right, and perhaps concentrating on developing one element at a time.

**EV/2024/42 REMEMBRANCE SUNDAY 2024**

- i. Events Manager gave an overview of the plans for Remembrance Sunday and Armistice Day.
- ii. The Committee discussed the request from the Thatcham Memorial Foundation to have 40 seats within the Parade Ground, the request was declined this year due to lack of notice given. Events Manager reported that following conversations with the Royal British Legion (RBL) and Parade Marshall they did not feel that it would be appropriate for tickets to be sold within the parade ground. Thatcham Memorial Foundation would need to make another request for 2025 if this was something that they wished to do. Committee felt the decision should be for RBL and the Remembrance Planning group to decide.
- iii. The Committee requested that Officers assist with the pace of the front of the parade as per previous years.
- iv. Events Officer gave an update on the Knitted Poppy project.

**EV/2024/43 WARMING UP FOR CHRISTMAS 2024**

Events Officer gave an update on the plans for the Warming up for Christmas weekend. Friday was looking positive in terms of stallholders and lineup. Saturday Christmas Market had been more difficult in terms of stallholders, realising the need to have these booked in at the start of the year for 2025. Plans were for the additional funds agreed for Christmas; a photo opportunity and roaming entertainment for the Christmas Market. Councillor Schiffer-Harte volunteered to comper the Stage for the Saturday market.

There being no further business the Chairman declared the meeting closed at 20:29hrs

Signed: \_\_\_\_\_ Date: \_\_\_\_\_