



EASTWOOD TOWN COUNCIL
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**EASTWOOD TOWN COUNCIL ARTS AND EVENTS COMMITTEE HELD ON
Tuesday 27th September 2022
Eastwood Town Council Chamber commencing at 4.00 p.m.**

Present: Councillors Mrs. K. Boam (Chairman) M. Bullock, R. Bullock & N. Levett. Also present Mrs. J. Elliott representing L Leisure, Reverend D. Stevenson, Town Clerk S. Trower.

AE54/2023 To Receive Apologies for Absence Cllr K. Woodhead.

AE55/2023 Variation of Order of Business None.

AE56/2023 DECLARATION OF MEMBERS INTERESTS. NONE.

AE57/2023 To determine which additional items on any part of the agenda should be taken with the public excluded.
None.

AE58/2023 Minutes To confirm the Minutes of last Committee meeting held 30th August 2022.

RESOLVED to agree and sign the Minutes as a true and accurate record.

AE59/2023 Open Forum

(a) L Leisure Mrs. J. Elliott addressed the meeting with reference to the following town matters:-

- i **Summary of Play Day Event 3rd August 2022** The event was very well attended, successful and provided entertainment for young people; weather good. Underspend for transfer to Eastwood Christmas event.
- ii **Christmas Event Tuesday 29th November 2022** Quotation for drummers £3300 plus food costs.
Recommendation for approval. Pinxton Puppets for events during school holiday periods. **Recommendation for approval.** The meeting noted a small charge may be applied by L Leisure for the Santa's Grotto from 2022. A separate planning group meeting for festive event to be organised by L Leisure. Information of road closure process for event noted. Press releases to support event will be released by L Leisure.. Eastwood Churches will be part of the event. Victoria Street proposals to close off area for stalls. Victorian Carol Singers outside museum for event noted. Sponsorship for event discussed by L Leisure. Noted. Information received on arrangements for L Leisure. Christmas lighting switch on time requested for 7.00 p.m. Clerk to liaise with contractor. Firework display at 8.00 p.m. **Recommendation for approval to provide quotation for low noise fireworks for event.** Information to be provided at next meeting.
- iii **Steering Group for Christmas Event** L Leisure agreed to share details with Eastwood Town Council. Date agreed Tuesday 11th October 2022 at 6.30 p.m. to include local Churches. L Leisure access to Council premises as base for festive event evening approved.

AE60/2023 Eastwood Town Council Newsletter Autumn 2022

The Clerk all information for the next newsletter October 2022 had been submitted to printers for proof.

AE61/2023 Litter Pick Event Sunday 25th September 2022

It was noted Councillor & Mrs. R. Bullock attended the litter pick. Noted the date for the next event 6th November 2022 at 10.00 a.m. to tidy the town prior to the Annual Remembrance Parade.

AE62/2023 Eastwood Jubilee Literary Event 2022

Resolved that the matter delegated to the Mayor & Deputy Mayor of Eastwood Town Council to determine the awards on behalf of the Council. Agenda item for next meeting.

AE63/2023 Hazel Braithwaite Award 2022

It was reported the closing date set of 30th September 2022.

Resolved applications for consideration at next Arts & Events Committee for recommendation to Council.

AE64/2023 Eastwood Arrangements for Annual Remembrance Parade Sunday 13th November 2022

It was reported organisation was in place with road closures approved by Highways/Viaem. The meeting considered purchase of gazebo for events including parade.

Costs received for the following:-

- i. Gazebo for siting at Plumptre Way, Eastwood
- ii. Security services to provide professionally trained marshalls for event.
- iii. Road management quotation received for event.
- iv. Noted block paving recommended for remedial repairs at Plumptre Way Memorial.

Resolved for recommendation to Council:-

- a) Working party approved Monday 3rd October 2022 at 6.00 p.m. at Council Chamber with invitation extended to groups involved in parade and service.
- b) Approval for purchase of gazebo £214.99 plus base weights (12).
- c) Approval of security staff in the sum of £1,100.75 for 11 supervisors.
- d) Approval of road management costs for event £1,025.00.
- e) Power for audibility of speakers, four way sound recommended. Reference to poor sound at last parade. L Leisure to provide contacts for suppliers. Recommendation larger system for Cadets Cross and Plumptre Way.
- f) Risk Assessment received; the Clerk recommended further measures referred to in the assessment, approved.
- g) Request covering of bins for event through Broxtowe Borough Council. Noted security sweep of bins and grates to be carried out by Event Manager on day of event.
- h) Inspection of site prior to parade by Town Council representative and Lead Marshall approved.
- i) Litter pick and opening of public toilets on parade day contact Broxtowe Borough Council, noted fee may be applied by authority.
- j) Poppy orders noted and confirmed. Town Mayor to organise floral decorations for Plumptre Way.
- k) Invitations to Council, local dignitaries and organisations to be circulated.
- l) Advisory letters to shops and affected residents by 1st November 2022 confirming road closures for parade.
- m) Signage for movement on Plumptre Way prior to road closure
- n) Lectern and a number of chairs for delivery to Plumptre Way Memorial by Cllrs Boam & R. Bullock on day of event.
- o) Order of Service for print with some information made available in the next newsletter.
- p) Adequate insurance cover for event to be confirmed (Clerk)
- q) Civic reception following event to be arranged in the Council Chamber with volunteers.
- r) Organisation of readings for Church (Mayor & representative of RBL)
- s) Cleaning of memorial and memorials organisation through Council
- t) Publication of notices on website, social media, letters to residents advising of road closures, press releases.
- u) Invites to schools to attend the Cottage Memorial Service on Monday 14th November 2022. Bugler if available.
- v) Order of dignitaries for laying of wreaths to be confirmed
- w) Order of Service for print.
- x) Correct line up at Church for march (Parade Marshall)
- y) Wooden crosses for distribution to the Brownies, Scouts etc.

AE65/2023 Floral Winter Displays Eastwood 2022 – 2023

Resolved: -

Refer to next meeting.

AE66/2023 Schedule of events for Eastwood 2022 – 2023

Resolved: -

- a) Coronation of King Charles III date of Coronation awaited due in 2023.
- b) Police surgeries and coffee mornings schedules to be confirmed
- c) May/June 2023 potential dog show (volunteers Cllrs M. Bullock & R. Bullock agreed to organise)
- d) Calendar of events for Eastwood to be considered for 2022 – 2023 subject to budget funding available.

AE67/2023 Date of next meeting

Date of next meeting Tuesday 1st November 2022 at 5.30 p.m. at Eastwood Council Chamber.

The Chairman closed the meeting at 5.45 p.m.