**MINUTES OF A MEETING OF THE SPECIAL PROJECTS COMMITTEE**

**Held on Wednesday 9th October 2019 at 11:00am**

**In the Conference Room at Normanton Town Hall**

**Present:** Councillor Mrs C. Appleyard

 Councillor D. Appleyard

 Councillor Mrs E. Blezard – Chairman

 Councillor S. Hudson

Councillor Mrs H.W. Jones

 Councillor Mrs F. Marchant

 Councillor Mrs P. Mayne

 Councillor Mrs A. Moran

 Councillor Mrs C. Moran, BEM

**Absent:** Councillor R. Best, Councillor F.D. Jones, Councillor A. Wassell, Councillor K. Wilson, Councillor Mrs A. Wood, Councillor B. Wood

# 17. Welcome & Apologies

The Chairman welcomed everyone to the meeting and apologies were received on behalf of Councillor K. Wilson.

Apologies were received and reasons approved on behalf of Councillor R. Best, Councillor F.D. Jones, Councillor A. Wassell and Councillor Mrs A. Wood.

# 18. Declarations of Interest

Members were reminded of the requirement to declare an interest on any item in which they had an interest. No declarations were made.

# 19. Minutes

RESOLVED that the minutes of a meeting of the Special Projects Committee held on Wednesday 11th September 2019 (Minute numbers 13-16; Pages 11-15) be received as a true record and the contents contained therein be approved.

(Proposed by Councillor S. Hudson / Seconded by Councillor D. Appleyard)

# 20. Catering Policy for Events

Members discussed the catering policy for events.

RESOLVED that a replacement for the Donuts van be sourced for the Christmas Lights Switch On.

# 21. Events Review

Free Funfair

 Members discussed issues raised at the Free Funfair.

RESOLVED that:

* The Free Funfair be restricted to Schools and Assisted Living facilities only;
* School children must be chaperoned by School staff only; and that
* Free ice-cream is to no longer be offered to chaperones.

Gala Day

Members were made aware of all issues pertaining to Gala Day.

RESOLVED that:

* The information tent would no longer be used, and the Stage would be the main point of contact; and that
* The Well Project would be approached regarding the availability of their building to serve refreshments to Civic guests.

Gala Sunday

Members discussed Gala Sunday and offered suggestions for next year’s event.

RESOLVED that:

* Groups being accepted for the Dance Displays must be from the Normanton and Altofts area only.

Flower & Vegetable Show

Members discussed the Flower & Vegetable Show and agreed that it was a success.

RESOLVED that:

* The Show would continue in the same format and at the same venue next year; and that
* More help will be needed for advertising and manual work in the future.

Members also offered their appreciation to the Mayor of Normanton, Councillor Miss J. Farrar, for doing a very good job at leading the auction.

Talk & Slide Show

Members were updated on the Talk & Slide Show event.

It was noted that there were complaints regarding the disposable cups, and it was agreed that this would be discussed in more depth at a future meeting.

Mayor’s Bowls

The Town Clerk updated members on the Mayor’s Bowls, and it was noted that the event went well.

Obelisk Rededication

Members were informed that the Obelisk rededication went well, and that it was a lovely event for all involved.

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