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

**Held on Wednesday 10th July 2019 at 11:00am**

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

**Present:** Councillor Mrs C. Appleyard

Councillor D. Appleyard

 Councillor R. Best

Councillor Mrs H.W. Jones – Vice-Chairman

Councillor Mrs P. Mayne

Councillor Mrs A. Moran

Councillor Mrs C. Moran, BEM

Councillor B. Wood

**Absent:** Councillor Mrs E. Blezard, Councillor S. Hudson, Councillor F.D. Jones, Councillor Mrs F. Marchant, Councillor A. Wassell, Councillor K. Wilson, JP, Councillor Mrs A. Wood.

**5. Welcome and Apologies**

In the absence of the Chairman, the Vice-Chairman welcomed everyone to the meeting.

Members Apologies were received on behalf of Councillor Keith Wilson.

Members apologies were received and reasons approved on behalf of Councillor Mrs E. Blezard, Councillor A. Wassell and Councillor Mrs A. Wood.

**6. 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.

**7. Minutes**

RESOLVED that the minutes of a meeting of the Special Projects Committee held on Wednesday 12th June 2019 (Minute numbers 1-4; Pages 1-4) be received as a true record and the contents contained therein be approved.

(Proposed by Councillor Mrs P. Mayne / Seconded by Councillor D. Appleyard)

**8. Events in 2019**

Members considered a wide range of issues relating to events being held in 2019.

Civic Sunday

Members felt that it was a good Civic Service but were concerned that the attendance was smaller than in previous years and this led to food wastage. It was suggested that this be looked into when publicising next year’s Service.

Summer Band Concerts

The first Summer Band Concert was discussed and members agreed to continue with the concerts but to keep them under review.

Party @ Haw Hill Park

Members agreed to scale back the refreshments this year due to wastage in previous years. It was agreed that a Gazebo would be purchased for around £100.00 and a Photographer be booked, and that they would receive a £100.00 donation plus a food voucher on the day.

Gala

Members discussed issues that had been raised, including market stalls, charity appeal messages and Programme adverts. It was agreed that:

* Tables would be hired and stall holders would be asked to bring their own gazebos;
* The Bowls prize money would be raised from £75.00 to £100.00; and that
* There would not be an option to include adverts in next year’s Programme.

Horticultural Show

A quote for £702.09 from YouCanHire for the tables was agreed, and it was decided that the Show would be fully reviewed after this year’s event.

Free Funfair

Members received an update on the free funfair, and it was noted that the office is now receiving replies from schools.

Talk & Slide Show

It was confirmed that the Talk and Slide Show would be held on Tuesday 24th September at the Parish Rooms and that a £100.00 donation would be given to John Hodgkins and a £45.00 donation would be given to the Church Hall.

Halloween Event

A quote for £200.00 for the sound system was approved. Members agreed to keep the fancy-dress competition prize money the same as last year.

Remembrance Sunday

 It was approved that the coaches be hired for £420.00.

Christmas Lights

Due to unreceived quotes, the decision making for the walkabout characters was deferred to the next meeting.

Joint Schools Carol Service

Members were reminded of the dates for the two carol services and it was noted that the time for the service in Altofts was still to be confirmed.

Christmas Party

It was confirmed that Canon O’Grady Hall had been booked for the Christmas children’s party this year and that instead of juice, water would be made available to children, if needed, to prevent wastage and spillage.

Christmas Celebration

Members were updated on the decisions made at the Christmas Celebration meeting, and the donations to the Lions Club and the Church were confirmed.

**9. Summer Activities Fund**

Members agreed to contribute £200.00 from the Summer Activities fund towards the Gay Pride event being held in Wakefield.

**10. Town Centre Event/Commemoration**

It was agreed that a small rededication event for the Obelisk would be held in the High Street. Members offered suggestions for the event and it was agreed that the Town Clerk would gain further information for the next meeting.

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