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

**Held on Wednesday 4th May 2016**

**Present:** Councillor Mrs E Blezard – Chairman

 Councillor S Hudson

 Councillor Mrs HW Jones

 Councillor Mrs P Mayne

 Councillor Mrs A Moran

Councillor Mrs C Moran

 Councillor B Smith

 Councillor K Wilson

 Councillor Mrs A Wood

 Mrs M Vickers

 Mr M Walker

 Councillor FD Jones

 Councillor Brian Mayne

**140. Welcome & Apologies**

The Chairman welcomed everyone to the meeting.

Members’ apologies for their inability to attend were recorded in the apology book.

**141. Declarations of Interest**

Members were reminded of the requirement to declare an interest on any item in which they had an interest.

There were no declarations made.

**142. Public Bodies (Admission to Meetings) Act 1960**

There were no items of a confidential nature from which the public and press were required to be excluded.

**143. Minutes**

RESOLVED that the minutes of a meeting of the Special Projects Committee held on Wednesday 6th April 2016 (Minute Numbers 128-139; Pages 70-75) be received as a true record and the contents contained therein be approved.

(Proposed by Councillor B Smith/ Seconded by Councillor K Wilson)

**144. Review of HM the Queen’s 90th Birthday Event**

Members reviewed the Queen’s 90th Birthday event which was held at All Saints Parish Church on Thursday 21st April and they felt it was one of the best events that the Town Council had ever hosted.

The Chairman expressed thanks and appreciation to the staff for all their work on the event and also to members of All Saints Parish Church for their assistance and involvement.

RESOLVED that:-

1. the report be received;
2. appreciation be recorded to the staff for all their hard work in making the event a great success; and
3. thanks be recorded to Diane Brennan and members of All Saints Parish Church for their involvement in the event.

**145. Family Fun Day**

The Admin Manager updated members on arrangements for the
Family Fun Day which was due to be held in Normanton Town Centre on Saturday 18th June from 11.00am until 2.00pm.

The face painters were now booked and Free Spirits Cheerleaders had confirmed their involvement along with the Brady School of Irish Dance.

Responses were still awaited from Crofton Silver Band, Black Widow Taekwondo and FreeKstylas.

RESOLVED that:-

1. the report be received;
2. the booking of first aid cover be confirmed with St John Ambulance at a cost of £54; and
3. the Chairman be given authority to make a decision on any further entertainment

**146. Party @ Haw Hill Park**

The Admin Manager gave members an update on the Party @ Haw
Hill Park which was due to be held on Saturday 9th July. The line-up was now fully confirmed with 9 artists booked to perform.

The Admin Manager reminded members that volunteers would be needed to assist on the day and suggested that a timetable be put together at the next meeting.

RESOLVED that:-

1. the report be received; and
2. final arrangements be discussed at the next meeting.

**147. Gala**

The Admin Manager gave a verbal update on arrangements for the
Gala Weekend and asked members to consider quotes for a final main arena act.

The parade start point was discussed and members agreed that it would be beneficial to move it to along Church Road just under the motorway bridge. It was suggested that Wakefield Council be contacted to request permission to use the football field car park and a site visit be arranged.

RESOLVED that:-

1. the report be received;
2. the Big and Little Equine Show be booked through the Daubney Agency in the sum of £975; and
3. the Chairman and Admin Manager look into the use of Lower Altofts Football Club car park as a drop off area for the new Carnival Parade start point.

**148. Halloween Event**

The Chairman informed members that a suitable venue for the Halloween Event was still being looked into before any further arrangements could be made. A meeting had been arranged for 17th May with Normanton Baptist Church to discuss the event and hopefully to confirm the use of their building.

RESOLVED that:-

1. the report be received; and
2. the event be discussed further following the meeting with the Baptist Church.

**149. Updates on Other Events**

(a) Switch On of Christmas Lights

The Admin Manager asked members to consider a quote for an outdoor inflatable Santa’s Grotto and members discussed this in detail.

RESOLVED that:-

1. the report be received; and
2. members confirm the booking of the Santa’s Grotto in the sum of £360 once permission for the siting of the grotto is confirmed with Wakefield Council.

**150. Date and Time of Next Meeting**

RESOLVED that the next meeting be held on Wednesday 8th June at 11.00am.

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