

MINUTES OF A MEETING OF THE SPECIAL PROJECTS COMMITTEE
Held on Wednesday 11th September 2019 at 11:00am
In the Conference Room at Normanton Town Hall

Present: Councillor Mrs C. Appleyard
Councillor D. Appleyard
Councillor S. Hudson
Councillor Mrs F. Marchant
Councillor Mrs P. Mayne
Councillor Mrs C. Moran, BEM
Councillor K. Wilson, JP
Councillor B. Wood

Absent: Councillor Mrs E. Blezard, Councillor F.D. Jones, Councillor Mrs H.W. Jones, Councillor Mrs A. Moran, Councillor A. Wassell, Councillor Mrs A. Wood

13. Welcome & Apologies

In the absence of the Chairman and Vice-Chairman, Councillor Mrs F. Marchant chaired the meeting.

The Acting Chairman, Councillor Marchant, welcomed everyone to the meeting and apologies were received on behalf of Councillor R. Best and Councillor Mrs A. Moran.

Apologies were received and reasons approved on behalf of Councillor Mrs E. Blezard, Councillor Mrs H.W. Jones, Councillor A. Wassell and Councillor Mrs A. Wood.

Members observed a minute's silence for the 9/11 terrorist attack.

14. 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.

Signed

15. Minutes

RESOLVED that the minutes of a meeting of the Special Projects Committee held on Wednesday 10th July 2019 (Minute numbers 5-10; Pages 5-8) be received as a true record and the contents contained therein be approved.

(Proposed by Councillor Mrs C. Moran, BEM / Seconded by Councillor B. Wood)

RESOLVED that the minutes of a meeting of the Special Projects Committee held on Friday 26th July 2019 (Minute numbers 11-12; Pages 9-10) be received as a true record and the contents contained therein be approved.

(Proposed by Councillor Mrs C. Moran, BEM / Seconded by Councillor B. Wood)

16. Events in 2019

Members acknowledged a letter of thanks from Pride Wakefield for the Committee's donation to their cause.

Summer Band Concert

It was noted that the second Summer Band Concert was cancelled due to bad weather and that Altofts and Normanton Brass Band would still receive their £100.00 fee as previously agreed.

Party @ Haw Hill Park 2019

It was agreed that the quantity of toilets would be addressed when planning for next year's event.

Members were made aware of an injury complaint sent in by a member of the public and agreed with the steps taken by the Town Clerk on this matter.

Party @ Haw Hill Park 2020

Members decided on the following supplementary acts for Party @ Haw Hill Park 2020:

- Taylor Swift
- Bruno Mars
- Neil Diamond
- Lady Gaga

It was agreed that Michael Bubl  would be a reserve for Bruno Mars, Elvis be a reserve for Neil Diamond, and Katy Perry be a reserve for Taylor Swift and Lady Gaga.

Signed

Party @ Haw Hill Park 2021

Members agreed that Dan Hadfield as Gary Barlow would be booked as the Headliner for Party @ Haw Hill Park 2021 at a cost of £1,000.00.

Gala

Members agreed to allow JP Baker School of Dance to lead the Parade in 2020 in celebration of their 20th Anniversary.

It was brought to members' attention that there are roadworks along the Parade route, and that the Town Clerk has been assured the workmen will be asked to be off site in time for the Parade.

Horticultural Show

The AN Other judge that was booked in for this year's event was now unable to attend, and members considered who would be asked to be a replacement.

It was agreed that the Town Clerk should source a replacement Judge from our previous Judges.

Volunteers were requested for Friday's set up as well as help with the fundraising and the auction on Saturday, and help with the washing up the week after the event.

Free Funfair

It was reported that numbers for the Free Funfair had risen to unprecedented levels. Members agreed that in future years the free funfair would be restricted to schools, and it would only be open to those with a Statement of Educational needs.

Talk & Slide Show

It was noted that the venue had changed from the Parish Rooms to the Parish Church.

Obelisk Rededication

It was explained to members that music could not be played at this event due to the licensing requirements.

Members requested that the Obelisk be cleaned before the event.

Signed

Halloween Event

Members were updated on the use of the market place and it was noted that the Town Council would use their own tables for the sound system.

Members agreed to book a buffet for 20 with Tasty Bites at £4.95/head for FearMasters.

The Town Clerk was given delegated authority to purchase decorations and sweets subject to budgetary limits.

It was agreed that JP Baker School of Dance would be booked for the dance display in 2020.

Remembrance Sunday

It was requested that an evening service be looked into due to the success of the one held last year.

It was agreed that a buffet for 70 be booked with Tasty Bites at £4.95/head.

Christmas Lights Switch On

It was agreed that the following walkabout characters be booked for a total cost of £150.00:

- Anna – Frozen
- Elsa – Frozen
- Mary Poppins

The quote of £250.00 for the presenter was approved.

Delegated authority was given to the Town Clerk for the purchase of grotto gifts, decorations and sweets.

Members discussed the market stall charges and it was decided that Traders would be charged £15 in 2019. Stalls for Community groups would remain free of charge.

Joint Schools Carol Service

The dates and times for the events in Normanton and Altofts were confirmed and Councillors' attendance was requested.

It was confirmed that contact with schools would be made at the end of September.

Signed

Christmas Party

The Town Clerk was given delegated authority to purchase the books for this year's event, subject to budgetary limits.

Members discussed alternatives to plastic bags, and it was requested that the Town Clerk look into the cost of providing fabric tote bags.

Christmas Celebration

The Town Clerk explained the decisions made at the Christmas Celebration meetings and requested that the Special Projects Committee provide an adult and child prize for the Christmas Jumper competition out of their budget. It was agreed that up to £20.00 would be spent on the prizes.

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

Signed