

## **MINUTES OF THE PARKS AND EVENTS COMMITTEE HELD ON 1<sup>ST</sup> MARCH, 2016**

Present: Councillor Miss S Morrison (Chair) and Councillors B Allen, Mrs B E Allen, R Arthur, E Bell, Mrs J A Bell, Mrs G Bleasdale, B Burn Snr, B Burn Jnr, S Cudlip, Mrs S Forster, R Meir, N R Page, K Shaw, C Snowball.

Apologies: Councillors Mrs H J Cahill, I Paul, B Taylor, K Younger.

*Prior to commencement of the meeting the Chair advised members of this Committee and members of the public that in line with the amendment to 'the public bodies (admission to meetings) act 1960', which came into force in August, 2014, parts of this meeting may be recorded by photographic, video and audio means.*

### **1. DISCLOSURE OF INTERESTS**

Members were reminded prior to the start of the meeting of the need to disclose any interests, prejudicial or personal, in accordance with the Code of Conduct.

### **2. MINUTES OF THE LAST MEETING HELD ON 2ND FEBRUARY, 2016**

RECOMMENDED the Minutes of this meeting, a copy of which had been previously printed and circulated to each Member, be approved and signed as a correct record by the Chairman.

### **3. PARKS AND EVENTS SERVICES**

The Committee considered the Deputy Town Clerk's report which provided an update on the following items.

#### **3.1 St Georges Day 23<sup>rd</sup> April 2016 – Ashes Event**

The Deputy Town Clerk provided an update on the proposed event. The Mayor and Deputy Town Clerk recently met with the Royal British Legion and, as instructed by Members previously, it was made clear that the event must be organised by the Royal British Legion. The Royal British Legion is to make the appropriate arrangements with the Safety Advisory Group at Durham County Council and arrange any required road closures etc. The Royal British Legion is also to ensure it was only recognised standards paraded at the event. Those present also discussed how to ensure it was a safe event for all attending and that the Town Council would support the event by providing a sound system and staging and closing off the car park subject to approvable form Durham County Council. In discussion, it was felt that written confirmation was required from the Royal British Legion confirming that it is organising the event to ensure all involved were fully aware of the arrangements and their respective responsibilities.

RECOMMENDED:

- (i) The Council note the information.
- (ii) The Town Council provides support for the event as detailed by the Deputy Town Clerk.
- (iii) The Deputy Town Clerk obtains written confirmation from the Royal British Legion in accordance with the instructions of Members.

### **3.2 The Royal British Legion**

The Deputy Town Clerk provided an update with regard to the current status and arrangements at the local branch of the Royal British Legion.

RECOMMENDED the Council note the information.

### **3.3 Byron Initiative & Sculptural Trail**

The Deputy Town Clerk provided an update on the proposed promotion of Lord Byron, Seaham and Ada Lovelace. Pursuant to previous discussion it was confirmed that any decision is to be deferred for a period of six months until further information is available.

RECOMMENDED the Council note the information.

### **3.4 Community Falconry and Equestrian Centre**

The Deputy Town Clerk provided an update on a proposal from a community group to use a site to the south of Edith Street, Dawdon, currently used for grazing, for a community equestrian and bird centre. Pursuant to previous discussion it was confirmed that the Council would agree in principle to the project to enable the group to obtain a feasibility study/business case. The Council also wished to stipulate that the group does not apply for grants at this time as it may affect funding bids for the Dawdon Park Pavilion Project. At which time that funding has been obtained by the group, and is in place, the Council will give further consideration to the issue.

RECOMMENDED:

- (i) The Council note the information.
- (ii) The Town Council agrees to support the project in principal and for the group to obtain a feasibility study/business case, but that the group should hold off from applying for grants at this time as it may affect funding bids for the Dawdon Park Pavilion Project.
- (iii) The Deputy Town Clerk to communicate the decision of the Town Council and to work closely with the group and to provide timely reports to this Committee with any progress.

**3.5 Resolution to Exclude the Press and Public**

RECOMMENDED in view of the confidential nature of the following item, the formal resolution be hereby passed to exclude the press and public from the meeting pursuant to the Public Bodies (Admissions to Meetings) Act, 1961.

**3.6 Seaham Carnival – 15<sup>th</sup>, 16<sup>th</sup> & 17<sup>th</sup> July 2016**

The Deputy Town Clerk provided an update on the planned programme for the 2016 Seaham Carnival.

As previously agreed at the last meeting work has been ongoing to incorporate a craft marquee and food stalls at this years carnival at no additional cost to the Council. The 90ft x 20ft craft marquee is to be located at the northern end of the grass on Terrace Green and supplied by Pumpkin Patch Events who will run the marquee with their own public liability cover and risk assessments. They will be making a substantial donation to the Mayors Charity and holding a raffle across the weekend of which 100% of the proceeds go to the Mayor Charity appeal fund. In discussion, Members felt that the prizes for the Mayor's Charity raffle must be of a suitable quality and value in order to attract significant interest.

Sun FM are keen to work with the Council to support the promotion of the Carnival and some comparing across the weekend. As in previous years Beverley Artists has been asked to be the agent for the tribute acts.

The fairgrounds and road closures are currently being reviewed as it might be better if the Terrace Green road and the road in front of Asda are closed on the Friday, Saturday and Sunday rather than just the Sunday. This is bearing in mind the additional attractions this year on the Friday, Saturday and Sunday. At the Barclays mini roundabout the road could be left open down to the docks and the top of the docks car park and closed fully between the 7am and 6pm on the Sunday due to this time being the highest crowd volumes in this area.

A food demonstration is proposed by East Durham Creates. Any further information provided by them will be brought to this meeting for consideration.

The proposed line up of entertainment is as follows:

**FRI 15<sup>TH</sup> JULY - Night at the Musicals**

Two films and the public are to choose by voting on line from the following:

1. The Rocky Horror Picture Show
2. Billy Elliott
3. Dreamgirls
4. Flashdance
5. Pitch Perfect 2
6. Moulin Rouge

7. Footloose
8. Top Gun
9. Little Shop of Horrors
10. Chicago

Plus food stalls and some local acts and North East bands on stage.

**SATURDAY 16<sup>TH</sup> JULY - Children's films starting at 12noon and 3pm.**

Two films and the public are to choose by voting on line from the following:

1. Alvin and the Chipmunks – Road Chip
2. Home
3. Inside Out
4. Star Wars The Force Awakens
5. Pan
6. Percy Jackson & the Olympians: the lightning thief
7. Robot Overlords
8. Hotel Transylvania 2
9. Goosebumps
10. Daddy's Home
11. Or another you suggest

Plus food stalls, craft marquee, local acts and local North East bands on stage.

**6pm – 9pm - local North East bands on Stage**

**9pm – 10pm - Pink Floyd Tribute Band**

**SUNDAY 17<sup>TH</sup> JULY**

**11am – 11.30am Jazz Band parade and stage performances**

**11.30am – 2pm local performers**

**2.00pm Little Mix or other modern current group tribute.**

**3.30pm Adele tribute**

**4.30pm Louis Armstrong, George Benson, Barry White tributes.**

**5.30pm Eagles tribute.**

**7pm Dire Straits tribute.**

**10.30pm Stereophonics tribute.**

Plus food stalls and craft marquee.

Due to car parking congestion last year as a result of the fairground in the

car park near the Duke public house it is proposed to remove the fairground rides from this car park and as suggested keep the dock car park and route down to the marina as open as possible over the weekend. The fairground are to be relocated to the front of the ASDA supermarket and quieter ones located around the Terrace Green area with more rides and activities situated on Church Street to help improve trading in that location throughout the event with further ideas to improve on this being brought to a future meeting. In discussion, Members also raised concerns about the quality of the Friday market and agreed that it had deteriorated significantly.

Members then gave consideration to the quotes received for the provision of the big screen and the expected expenditure for the Carnival weekend based upon current estimates and previous year actual expenditure.

**RECOMMENDED:**

- (i) The Council approve that the craft marquee and food stalls go ahead at no additional cost to the Council and that the associated donation and income from the raffle goes into the Mayors Charity appeal fund.
- (ii) The prizes for the Mayor's Charity raffle must be of a suitable quality and value in order to attract significant interest.
- (iii) The Council approve Sun FM as the main promoters and compare for the event and that this is at no additional cost to the Council.
- (iv) The Council note the information provided concerning road closures, fairs and the food demonstration and await further information.
- (v) The Council approve the proposed event schedule and expected expenditure.
- (vi) The Council approve the supplier for the big screen over the Carnival weekend as ADI UK Ltd of Preston at a total cost of £6,930.00 plus VAT for a 1 iCONIC 25 square metre mobile LED screen with associated installation and other support requirements as detailed in the quotation.
- (vii) The Council further considers the concerns about the Friday market at the next appropriate meeting.

**3.7 Ernestfield Allotments Associations**

The Deputy Town Clerk advised Members that a request had been received from Ernestfield Allotments Association for support with some additional fencing. It was confirmed by the Deputy Town Clerk that there was sufficient budget provision for the works.

RECOMMENDED the Council approves the support as detailed by the Deputy Town Clerk.

**3.8 Parkside Allotments Associations**

The Deputy Town Clerk advised Members that a request had been received from Parkside Allotments Association for support a small amount of tarmac surfacing. It was confirmed by the Deputy Town Clerk that there was sufficient budget provision for the works.

RECOMMENDED the Council approves the support as detailed by the Deputy Town Clerk.

**3.9 Seaham Railway Station**

The Deputy Town Clerk provided Members with details of a request received from Durham County Council for the Town Council to consider performing grounds maintenance and renovation works at the station in the same manner as previous works for Durham County Council at the Clock Garden. In discussion Members raised concerns about the capacity of the workforce to complete such works over and above their current workload with no detrimental effect. The Deputy Town Clerk stated that he would discuss with the Grounds Maintenance Supervisor immediately and if it is determined that there is not sufficient capacity then no tender will be submitted for the works. He did however state that as it was so early in the grounds maintenance season that there was hopefully a good chance of having the required capacity.

RECOMMENDED the Council approves the Deputy Town Clerk to investigate relevant resources with the Grounds Maintenance Supervisor and, if they consider there to be sufficient capacity, then a tender for the works to be submitted to Durham County Council.

**3.10 Fees & Charges – Sports Facilities for 2016/17**

Members were reminded that at the Special Clerks Advisory Sub-Committee meeting held on 24<sup>th</sup> February 2016, the levels of fees and charges proposed by the Sports Fees Working Party were approved. Pursuant to that discussion, further clarification was requested with regard to the percentage increase for each of the next five years.

RECOMMENDED the Council approves the annual percentage uplift for sports facilities fees & charges to be set at 5% per annum for each of the five financial years from 2017/18 to 2021/22, unless unforeseen significant changes in circumstances require an interim review or amendment.

**3.11 Environmental Warden Apprentices**

The Deputy Town Clerk advised Members that the temporary tenures for the two Environmental Warden Apprentice posts were due to end in May 2016 and that Shelagh Pearce, East Durham AAP Co-ordinator had been approached to see if there was any additional funding to provide two such similar opportunities in the future. Further information will be reported back

to this Committee when it has been received.

**3.12 European Funding Opportunity**

The Deputy Town Clerk advised Members that there was currently £1.5m of European funding available for projects that strengthen the economies of rural areas across the Durham coast.

RECOMMENDED the Council approves the Deputy Town Clerk to investigate potential projects that would be suitable for submission and to provide a report back to this Committee.

**3.13 Risk Management Issues**

RECOMMENDED the Council accept the Deputy Town Clerk's report of risk assessment carried out in relation to the various issues reported.

**4. PRESS OPPORTUNITIES**

RECOMMENDED the Council promote the Carnival weekend and particularly the participation of the jazz band(s) as the press opportunity from this meeting.