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 **ALFRETON TOWN COUNCIL**

**MINUTES OF THE EVENTS COMMITTEE MEETING**

**HELD ON TUESDAY 4th MARCH 2025 AT 6:00PM**

**IN ROOM 1 ALFRETON HOUSE**

Events Committee

Chairman: Councillor Hannah Jowett-Frost

Lead Member Christmas Lights: Chloe Morcombe

Committee members: Councillors M Kerry, D Taylor, J Whetton

**25/24x To receive apologies for absence**

Apologies were received from Councillor J Bate & M Bennett

**26/24x To receive any declarations of interest from Members**

There were none

**27/24x Public Participation**

1 member of public was present

**28/24x To consider any items which should be taken in exclusion of the press and public**

Item 20/24x To consider the Christmas Lights tender due to commercial sensitivity

**29/24x To read and consider the Minutes of the Meeting of the Events Committee held on Tuesday 26th September 2024**

**RESOLVED**

The minutes were read

## 30/24x After consideration to approve the signature of the Meeting Minutes of Tuesday 26th September 2024 by the person presiding as a correct record

**RESOLVED**

The minutes were signed as a correct record

**31/24x To discuss future events in Alfreton with a representative from Furthest from the Sea CIC**

**RESOLVED**

A report is considered at a future meeting to work with Furthest from the sea

**32/24x To receive the Christmas Lights spend for 2024/25 Financial Year**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Budget 2024/25** | **£33,000.00** | **Spend** | **Committed** | **Remaining** |
| City Illuminations contract | £20,000.00 | £20,000.00 |  | £0.00 |
| Electricity  | £1,000.00 | £420.00 |  | £580.00 |
| Christmas trees | £2,000.00 | £1,582.00 |  | £418.00 |
| miscellaneous | £500.00 | £298.71 |  | £201.29 |
| Earmarked reserves | £1,085.38 | £0.00 | £1,085.38 | £0.00 |
| Infrastructure and upgrades | £8,000.00 | £0.00 | £2,930.00 | £5,070.00 |
|   |   |   |   |   |
| **Total** | **£32,585.38** | **£22,300.71** | **£4015.38** |  |
| **Remaining** | **£414.62** |  |  | **£6,683.91** |

**RESOLVED**

That once a tenderer has been selected for the 2025 – 2029 contract at Full Council, consideration is given to how the remaining funds will be allocated.

**33/24x To review planned events and confirm spend:**

**Remembrance Budget £700 Actual £724.08**

**10th November 2024**

**RESOLVED**

Road Closure successfully managed by RSM, Peak 4x4 & ATC staff

First Aid cover provided by Derbyshire Light Medical £300.00

Peak 4x4 – Donation £200.00 plus mileage £45.45

Sound system – Location Audio £350.00 (Paid from 23/24)

Registered on Derbyshire Prepared

Poppies from schools in High Street planters

Replacement lamp post poppies and wreaths £177.09

Leisure centre confirmed use of car park for cadet drop off/pickup

**XMAS EVENT Budget £7200 Actual £5,953.94**

**23rd November 2024**

**RESOLVED**

Road Closure request for Rodgers Lane £20.00

St Johns Ambulance – suggested donation of £250.00 – Payment still outstanding, awaiting confirmation of bank details

Jugalubs 6 hours £230.00

Fancy Entertainment stilt walkers (x2) and compares (x2) £940.00

Pure Steel x 2 40 mins £450.00

Darley Brass Band x 2 40 mins £300.00

PDP characters £310.00

Stage £1770.00 (no deposit paid)

School choirs

Woodbridge

Christ the King

David Nieper Academy

Entertainment at the community hub – Sarah Bright £300.00

Registered with AVBC (Severn Square) and Derbyshire Prepared

PRS PPL £224.18

Rotary Grotto £200.00

Table football £1,100.00

Shed for Grotto £309.95

Lights £90.00

Christmas tree decorations £4.97

Temporary event notice £21.00

Banners £240.00

Rope £20.83

**Santa visit to schools Budget £300 Actual £300**

**11th December 2024**

**Civic Carol Service Budget £100.00 Actual £100.00**

**Date: 8th December 2024**

**Time: 3 pm**

Darley Dale Brass Band £300.00 (£100.00 from Events, £200 Mayors Allowance)

**General Expenditure**

Radios £851.50

**Markets Budget £700 Actual £346.45**

Pinxton puppets £275.00

Lawn games £50.81

Bunting £20.64

**D-Day Budget £1,000 Actual £800.00**

Sarah Bright £300.00

Fancy Entertainment £500

**34/24x To receive the Event spend for the 2024/25 Financial Year**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Budget 2024/25** | **£12,000.00** | **Spend** | **Committed** | **Remaining** |
| Alfreton Big Summer Event | £0.00 |   |   | **£0.00** |
| Alfreton in Bloom/Allotment Day | £0.00 |   |   | **£0.00** |
| Remembrance Sunday | £700.00 | £724.08 |  | **-£24.08** |
| Christmas Event | £7,200.00 |  £5953.94 | £250.00 | **£996.06** |
| Santa Visits | £300.00 |  £300.00 |  | **£0.00** |
| Markets | £700.00 | £346.45 |   | **£353.55** |
| D-Day | £1,000.00 | £800.00 |   | **£200.00** |
| Carol Service | £100.00 |  £100.00 |  | **£0.00** |
| EMR (Rotary grotto & Stage hire) |   |  576.99 |   | **£0.00** |
| Radios |  | £851.50 |  | **-£851.50** |
|  |  |  |  |  |
| **Total** | **£10,000.00** | **£9,652.96** |  | **£674.03**  |
| **Remaining** | £2,000.00 |   |   | **£2,000.00** |
|  |   |   |   |  £2,674.03 |

**RESOLVED**

That the stage hire deposit is paid from the 24/25 budget, approx cost £650.00

That the sound system for Remembrance Sunday is paid from 24/25 budget at an approx cost of £350.00

That any remaining funds are used to support VE day celebrations, March market & the Mayor's Civic event/April Market

**35/24x To discuss the arrangements for VE Day 80th Anniversary (Thursday 8th May 2025) celebrations**

**RESOLVED**

Officers to approach Father Mark to organise VE Day church service at St Martins, Town Council to fund refreshments (£100.00 budget)

**Thursday 8th May 2025**

09:00 Raising of the VE Day flag by the Town Mayor (Flag & temporary flag pole to be purchased, approx cost £100)

18:30 Church bells ring

21:30 Church Service & Light lamp of peace (Lamp to be purchased £55.00)

**Saturday 10th May 2025**

VE Day-themed picnic on the lawn at Alfreton House

Entertainment from Sarah Bright, approx £300.00

**36/24x To set a date for the Christmas Event 2025**

**RESOLVED**

The event will be held on Saturday 29th November 2025.

**37/24x To discuss a Civic Event for Councillor David Taylor**

**RESOLVED**

That the Civic event will be “AYUP” themed, held in conjunction with the April Artisan Market

That the committee work with Furthest from the Sea/AYUP/Old Farm bus to organise activities & entertainment

**38/24x To discuss entertainment options for the March market 2025**

**RESOLVED**

White Post Farm to be booked at a cost of £580.00

**39/24x To consider the Christmas Lights tenders (Confidential)**

**RESOLVED**

That a report is prepared for the March Full Council meeting

That the committee recommend Tenderer 2