

Hetton Town Council



Minutes of Events & Special Activities Committee meeting held on 26 September 2018 at the Hetton Centre

Present:

Councillors D Geddis, S Waterston (Chairman) and C Willis.

In attendance:

G Keedy, Town Clerk.

Councillors R Coulson, R Heron, C McGlinchey, K Pearson and D Turner.

Members of the public x 2.

1) Apologies for absence

No apologies for absence were received.

2) Declarations of Interest

There were no declarations of interest.

3) Public Participation

The Chairman suggested a period of up to 10 minutes be allowed. Following a suggestion from the floor that those present be allowed to contribute to proceedings at any time, the Chairman acceded to the request with the support of the Committee.

4) Commemorative Centenary of WW1 Concert

The Chairman advised that the event programme was at an advanced stage of planning and that detailed timings were subject to confirmation. She added that the Houghton Brass Band had been booked and it was subsequently resolved to offer £50.00 as a payment for expenses incurred. Broomside Choir had agreed to perform as part of the welcome to the event. There would also be a series of readings and a PowerPoint presentation run via a continuous loop throughout the evening.

Other participants would include the Air Cadets and Eppleton Scouts. The Town Clerk was asked to obtain copies of the relevant insurance documents for The Hetton Centre to produce to those groups as this was a requirement for their attendance.

It was reported that outstanding issues included an assessment of technical requirements, the sourcing of period/military features for ambience) and identification of a Master of Ceremonies.

1 of 2

Signed:

Date:

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4) Commemorative Centenary of WW1 Concert cont ...

Committee acknowledged the funding of up to £500.00 by Town Council to support the event and identified that this would be allocated principally to catering, ticket printing and advertising/publicity.

The Town Clerk would liaise with the Committee Chairman re accounting arrangements and payments.

Committee confirmed the charitable aim of the event was to raise funds for the Royal British Legion.

With this in mind, Committee resolved that the event would be ticket only at a cost of £5.00 each and to maximise fund raising there would be no concessionary rates.

5) Remembrance Sunday Commemoration

A Member in attendance reported that a revised parade route was being proposed. Clarification would need to be sought.

A Member in attendance sought confirmation that arrangements were in hand for the Town Council to purchase wreaths on behalf of a range of third-party organisations. The Town Clerk advised that he was following this up with Royal British Legion to enable him to fully understand the implications of this historic arrangement and rationale.

Due to a continued lack of clarity, Town Clerk undertook to carry out further enquiries relating to traffic management requirements (with Sunderland City Council) and the need for a public address system on 11 November (Fellowship of Churches).

6) Christmas 2018

Town Clerk provided a summary of his understanding of past arrangements – which had included a single date for the Christmas tree lights switch-on in Easington Lane, East Rainton, Hetton and Moorsley. Additionally, at Hetton, a Christmas Craft Fair had been organised at the Hetton Centre on a commercial basis by a local events company to coincide with the switch-on date.

A Member in attendance reported that for 2018, Sunderland North Community Business Centre would be providing funding for stand-alone events to be held at Easington Lane and Moorsley on 7 November to accompany the switch-on at those locations.

Following discussion, Committee resolved to agree a switch-on date of Friday 23 November for East Rainton and Hetton. Town Clerk to advise Balfour Beatty (lighting contractor) accordingly.

The Chairman undertook to consider options for supporting the Hetton switch-on.