

MINUTES OF A MEETING OF THE HERITAGE & TOWN EVENTS COMMITTEE

AT THE CARNEGIE, COGE LANE, THETFORD ON THURSDAY 1<sup>st</sup> JULY 2021 AT 10:00AM

Present:

The Mayor Councillor M P Brindle

Councillors:

R F W Brame, B J Canham, J Hollis,

J James, B Tullett. S N H Wright

Officers in attendance:

David Brooks (V&C Officer) Katie Wright (Heritage and Events Officer).

Chris Crimmen (Committee Secretary)

MINUTES

138/21	<u>ELECTION OF CHAIR AND VICE CHAIR</u> Councillor J James was elected Chairperson. Councillor S N H Wright elected Vice Chairperson.
139/21	<u>DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS</u> To receive any declarations.
140/21	<u>APOLOGIES FOR ABSENCE</u> To receive apologies.
141/21	<b><u>MINUTES</u></b> <b>RESOLVED: The minutes of the Committee meeting held on 8<sup>th</sup> April 2021 received by Full Council on 27<sup>th</sup> April 2021, as a true record and signed/initialed by the Committee Chairman.</b>
142/21	<u>HERITAGE &amp; EVENTS OFFICER</u> The V&C Officer introduced Katie Wright the new Heritage & Events Officer who reported her role was to promote the Guildhall Hub - she reported: <ul style="list-style-type: none"> <li>• This is a National Heritage Lottery Fund (part) funded 2 year post</li> <li>• To deliver the NHLF outcomes of the Guildhall heritage hub grant.</li> <li>• To promote and build audiences for the Guildhall</li> <li>• To deliver a number of events on the market place.</li> <li>• To support the events team in delivery of the town events</li> <li>• To deliver additional venue events within Guildhall.</li> </ul> Since starting she had organised the following events: <ul style="list-style-type: none"> <li>• New Writers Group – alternating weekly evening.</li> <li>• Community Choir – alternating weekly evening.</li> <li>• Craft Group – every Wednesday</li> <li>• Specialist Food Market – 1st August</li> <li>• Madhatter's Tea Party – 14/15 &amp; 21/22 August</li> <li>• Heritage week – Medieval Banquet - Thetford Folk – Children's Theatre</li> </ul>

	<ul style="list-style-type: none"> <li>- Guildhall Sketchers</li> <li>- Tales of the Hangman</li> <li>• The Time Traveller – 5 October 2021</li> <li>• Hansel &amp; Gretel – 27 October 2021</li> </ul> <p>Councillors were pleased with this programme of events.</p>
143/21	<p><u>TOWN EVENTS 2022</u></p> <p>The V&amp; C Officer asked councillor to discuss forward planning of events in 2022 where the Council are committed to 4 major events in 2022.</p> <ol style="list-style-type: none"> <li>1 Queen’s Platinum Jubilee 2nd – 5th June 2022 4 day bank holiday celebration (Thursday-Sunday)</li> <li>2 Perhaps A River Day??</li> <li>3 Heritage Festival 10 -18 September 2022. Two weekends and throughout linked week includes Heritage Open Days and TTC Heritage Themed Events.</li> <li>4 Christmas Festival 25 November –18 December 2022 <ul style="list-style-type: none"> <li>• Christmas lights switch on – Friday 25 November</li> <li>• During the period between that date and the 18 December.</li> <li>• Father Christmas Experience</li> <li>• Christmas Market</li> </ul> </li> </ol> <p>Councillors agreed with this schedule with the opportunity to look river day in the future.</p>
144/21	<p><u>QUEEN’S JUBILEE TREE 2022</u></p> <p>The Chair asked councillors to discuss ideas.</p> <p>After a discussion it was agreed plant a mature English oak tree 6 meters tall. The cost will be in the region of £1,000 which would include installation and maintenance. This would be funded from Civic reserves. There were a number of suggestions where the tree would be planted and this will be decided once all sites have been investigated. Councillor J James proposed and Councillor J Hollis seconded:</p> <p><b>RECOMMENDATION: That the Heritage and Town Events committee request that Theford Town Council make the use of £1,000 from the Civic Reserves in order to purchase and install a significant oak tree to plant to celebrate the Queens Platinum Jubilee in 2022.</b></p>
145/21	<p><u>CIVIC EVENTS 2021</u></p> <p>Councillors received an update of the Civic Events Calendar 2021/22 which were noted.</p> <p><u>Thursday 2<sup>nd</sup> June 2022</u>      <u>CIVIC</u></p> <p>Piper  Raising of the Flag &amp; Toast  Civic Parade &amp; Reception  Beacon Lighting      Queens Birthday Parade (Trooping of the Colour).  Platinum Beacon Lighting</p> <p><u>Friday 3<sup>rd</sup> June 2022 MUSIC EVENT</u>  ‘Through the 7 Decades’  Melford Common – 12noon – 9pm  Service of Thanksgiving – St. Paul’s Cathedral</p> <p><u>Saturday 4<sup>th</sup> June 2022</u></p>

	<p>Derby @ Epsom  Party at the Palace  <u>Sunday 5th June 2022 QUEEN'S BIG LUNCH</u></p> <p>Street Party &amp; Entertainment  Market Place – 12noon – 3pm  Big Jubilee Lunch  Platinum Jubilee Pageant – Buckingham Palace</p>
146/21	<p><u>CIVIC POLICY</u>  The Chair asked councillors to discuss proposals for the roles of the Civic/Mayor's Officers.</p> <ul style="list-style-type: none"> <li>• Civic Officer</li> <li>• Mayor's Officer</li> <li>• Town Crier</li> <li>• Sword Bearer</li> <li>• Mace Bearer</li> </ul> <p>There followed a discussion which was centered around the Mayors Officer. Councillors and past mayors pointed out:</p> <ul style="list-style-type: none"> <li>• The Mayor has always been supported by the Mayors Officer and his knowledge when visiting other councils is invaluable to those new to the office.</li> <li>• Not every Mayor drives so transport should always be available.</li> <li>• The help offered getting the Mayor and Mayoress into large and heavy robes is always welcomed.</li> <li>• Councillors were reluctant that this role should not be carried on going forward.</li> </ul> <p>After the discussion Councillor J James proposed and Councillor R Brame seconded:</p> <p><b>RESOLVED: That the VEM Officer will investigate combining the Mayors Officer and sword bearer which will be a "zero hours" position and report back to the committee with a report on going forward with this role.</b></p>
147/21	<p><u>COMMUNITY ENGAGEMENT</u>  None.</p>
148/21	<p><u>COMMITTEE OFFICERS UPDATE</u>  None.</p>

Chairman.