

MINUTES OF A MEETING OF THE HERITAGE & TOWN EVENTS COMMITTEE HELD IN KINGS HOUSE, THETFORD ON THURSDAY 9th JUNE 2022 STARTING AT 10:00AM

Present:

Councillors:

B Canham, D Crawford, S Dowling, J Hollis, J James (Chair),  
B Tullett, S Wright (Vice Chair)

Officers in attendance:

D Brooks (V&C Officer), H Doyle (Engagement Officer)  
K Robinson (Committee Clerk)

MINUTES

109/22	<p><u>ELECTION OF CHAIR OF HERITAGE &amp; TOWN EVENTS COMMITTEE FOR MAYORAL YEAR 2022/23</u></p> <p>Councillor B Canham proposed and Councillor B Tullett seconded:</p> <p><b>RESOLVED: That Councillor J James be elected Chair of the Heritage &amp; Town Events Committee for the Mayoral Year 2022/23.</b></p>
110/22	<p><u>ELECTION OF VICE CHAIR OF HERITAGE &amp; TOWN EVENTS COMMITTEE FOR MAYORAL YEAR 2022/23</u></p> <p>Councillor D Crawford proposed and Councillor B Canham seconded:</p> <p><b>RESOLVED: That Councillor S Wright be elected Vice Chair of the Heritage &amp; Town Events Committee for the Mayoral Year 2022/23.</b></p>
111/22	<p><u>DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS</u></p> <p>None.</p>
112/22	<p><u>APOLOGIES FOR ABSENCE</u></p> <p>Councillor K Parker. Absent: Councillor C Barreto.</p>
113/22	<p><u>MINUTES</u></p> <p><b>RESOLVED: The minutes of the Committee meeting held on 7th April 2022 and 21<sup>st</sup> April 2022 received by Full Council on 26th April 2022, as a true record and signed/initialled by the Committee Chairman.</b></p>
114/22	<p><u>BUDGET REVIEW 2022/23</u></p> <p>The V&amp;C Officer updated the Committee and informed them that there is no further update, currently, as the Finance Officer is still preparing the year-end figures. The budget review to be discussed at the next meeting.</p>
115/22	<p><u>MAYORAL EVENTS 2022</u></p> <p>To receive an update of the Mayoral Events calendar 2022/23. The Committee discussed the Mayor-Making event on 6th May 2022 and were pleased to hold the event following two years of Covid restrictions.</p> <ul style="list-style-type: none"> <li>The Civic ceremony and parade were within budget restraints.</li> </ul>

	<ul style="list-style-type: none"> <li>• Civic Officer permitted to send limited number of invites.</li> <li>• The Guildhall Choir was praised.</li> <li>• Usage of the Small Court and Large Court in the Guildhall.</li> </ul> <p>The update was noted.</p>
116/22	<p><u>CIVIC &amp; TOWN EVENTS 2022</u></p> <p>The Committee Officer updated the Committee, and a full discussion took place:</p> <p>Review:</p> <p>Queen's Platinum Jubilee events 2nd - 5th June 2022.</p> <ul style="list-style-type: none"> <li>• Positive comments received, verbally, but negative comments received via social media. Staff were thanked by the Councillors.</li> <li>• 2nd June 2022 - National requirement. Raising of Union Flag, Queen's Proclamation read by the Town Crier, Toast to the Queen, and the lighting of the Jubilee Beacon.</li> </ul> <p>It was suggested that some aspects of activities lacked use of microphone to inform the attending public.</p> <ul style="list-style-type: none"> <li>• 3rd June 2022 - Budget was set in November 2021 and the music event was to take place on the Market Place, as the agreed activity.</li> <li>• 4th June 2022 – “Jubilee Market” replaced “Foods of the Commonwealth Market”, and it was agreed that attendance to this event was disappointing.</li> <li>• 5th June 2022 - Street Party – 58 tables reserved. Yellow weather warning was issued, and the event was cancelled. However, those who had reserved tables were refunded their table reservation fees and given the option to attend a performance by the Guildhall Singers. Two hundred people attended, and the Council received much praise.</li> </ul> <p>Upcoming Events:</p> <p>The Committee Officer reminded the Committee that the two events highlighted were not designated Town Events by the H&amp;TE Committee for 2022, however, they were events that The Council was keen to support.</p> <ul style="list-style-type: none"> <li>• River Day – 16th July 2022. BFER are the lead for this event and Thetford Town Council are to assist.</li> <li>• Creative Carnival – August 2022. This is a literary and creative arts-based programme of events scheduled for August that Town Council Venues Team will be involved in, as we are one of the participants, delivering some activities and events.</li> </ul> <p>Update was noted.</p>
117/22	<p><u>GUILDHALL HERITAGE HUB</u></p> <p>The Committee Officer updated the Committee and discussed:</p> <ul style="list-style-type: none"> <li>• Guildhall Displays – Table wraps completed in the Guildhall Tearoom.</li> <li>• Meeting with Sikh partners scheduled for following week and hoped that the theming of the Singh Room can be progressed in forthcoming weeks.</li> <li>• Black History month – Dr Allan Glaisyer Minns.</li> </ul> <p>The Mayor reported that there was no further update she could provide at the present time.</p> <p><b>Action Points:</b></p>

	<ul style="list-style-type: none"> <li>• Councillor Wright to contact the University of East Anglia lecturer for information in respect of Thomas Paine for a future display/leaflet.</li> <li>• Staff training – Staff to undergo in-house training to improve their knowledge of the history and heritage of some of the Guildhall displays.</li> </ul> <p>Update noted.</p>
	<p><u>COMMUNITY ENGAGEMENT</u></p> <p>The Committee Officer welcomed H Doyle to the Council, who is responsible for updating social media.</p> <p><b>Action point:</b> The Committee Officer to contact members of the public, musicians, performers etc for potential assistance with Thetford Town Council events.</p>
119/22	<p><u>COMMITTEE OFFICERS UPDATE</u></p> <p>None.</p> <p><b>Action Point:</b> Civic Links/ Twinning Towns to be added to next agenda.</p>

Chairman