

## DOWNHAM MARKET TOWN COUNCIL

### MINUTES OF THE COMMUNITY DEVELOPMENT AND EVENTS COMMITTEE MEETING HELD 14<sup>TH</sup> JUNE 2022 AT 5.15PM

In the Town Council offices

	<p><b>Present</b>  Cllrs: Daymond, Leivers, Lewis, B Moyses, Buxton  The Mayor, Cllr Pyatt  Graham Spark, Town Clerk  Tina Griffin, Administrator</p> <p>1 Members of the public for the latter part of the meeting</p>
<b>Number</b>	<b>Item</b>
1	<b>To receive Members' Apologies for Absence</b> – none received
2	<b>To receive Members' Declarations of Interest</b> – none declared
3	<p><b>To appoint Chair and Deputy Chair for the Community Development Committee</b>  <b>Proposed</b> Cllr Daymond                      <b>Seconded</b> Cllr Moyses                      <b>All in favour</b>  'That Cllr Leivers be appointed Chair of this committee'</p> <p><b>Proposed</b> Cllr Daymond                      <b>Seconded</b> Cllr Leivers                      <b>All in favour</b>  'That Cllr Bet Moyses be appointed Vice Chair of this committee'</p>
4	<p><b>To accept the minutes of the previous meeting of the committee held on 9<sup>th</sup> February 2022.</b> It was noted that the previous meeting was in fact a 'Strategy Group' rather than a committee.</p> <p><b>Proposed</b> Cllr Daymond                      <b>Seconded</b> Cllr Leivers                      <b>All in favour</b>  'That the minutes of the Action Downham Strategy Group meeting held on 9<sup>th</sup> February 2022 be accepted, subject to references to the Clock Square being amended to 'Town Square'.</p>
5	<b>Public Participation – 15 minutes allowed</b> – a member of the public arrived later in the meeting and was permitted to participate.
6	<p><b>To discuss and agree Terms of Reference</b>  Following discussion around the remit of the committee, it was agreed to adopt the Terms of Reference.</p> <p><b>Proposed</b> Cllr Lewis                                      <b>Seconded</b> Cllr Buxton                      <b>All in favour</b></p> <p>Discussions extended to promoting Tourism, the potential to establish a Tourist Information Centre, and how events advertising can reach all sections of the community.</p>

7	<p><b>To discuss and agree programme of events for 2022/3 and working party arrangements</b></p> <p>The list of events was discussed and the following agreed:  There would be no new events during 2022-3, that the committee will concentrate on the established events.  Working parties to be agreed as necessary.  That flag raisings, as per the list, would be enhanced by Cllr attendance, inviting the Town Crier and/or bugler as appropriate.  That the Merchant Navy flag raising reflect its anniversary.  That the Halloween event be enhanced.  That the Chinese New Year event be discontinued with a view to looking at a more inclusive event next year.  That the office monitors interest in the Craft Fairs and assesses whether to go ahead. In the event of cancellation, the option of a stall on the market would be offered as an alternative to those who have already applied.  St Winnolds remains as a Friday event.  That subject to agreement nearer the time, the Council book a float at the carnival.  That the Local Heroes Awards be re-scheduled.  That the weekly 1 mile Kids Running Club be added to the list.  That quizzes be run a couple of times during the year to raise funds for the Mayor's charity.  That a Community Fair be added to the list.</p> <p>The draft list of events was discussed in detail and it was  <b>Proposed</b> Cllr Lewis                      <b>Seconded</b> Cllr Buxton                      <b>All in favour</b>  'That the programme of events be agreed with amendments as discussed'</p> <p>TG agreed to update the list accordingly and circulate it with the minutes.  She was also asked to investigate costs and feasibility of an ice rink over the festive period, and flags along Bridge Street.</p>
8	<p><b>To discuss potential sponsorship for Christmas Lights Switch On event</b></p> <p>Cllrs were updated and it was left to the office to progress discussions and report back to committee in due course.</p>
9	<p><b>To discuss potential involvement in DMA's Duke of Edinburgh scheme</b></p> <p>Members were generally supportive of the Council offering volunteering opportunities to young people through the DofE scheme subject to further investigations.</p>
10	<p><b>Report from the Platinum Jubilee weekend events</b></p> <p>Members discussed the events held during the Jubilee weekend, and congratulated Council staff and the Festival Committee on a very successful celebration.</p>
11	<p><b>Date of next meeting</b></p> <p>It was agreed that future meetings would be held monthly and start at 6pm.  The date of the next meeting will be Thursday 14<sup>th</sup> July 2022.</p>