

**Minutes of the Events Advisory Committee of Dronfield Town Council  
Meeting held on 6th June 2023 at 10:00am in the  
Council Chamber, Civic Hall, Dronfield**

**Present:** Cllr. S. Burkitt, Cllr M Emmens, Cllr. P Jones

**In attendance:** M. Keys (Assistant Town Clerk), L Stonehouse (Projects and Communications Officer) and P Duncan (Outside Services Team Leader)

**1. Election of Chair**

Cllr M Emmens was nominated and seconded - there were no other nominations.

It was RESOLVED to appoint Cllr M Emmens as Chair of the Events Advisory Committee.

**2. Apologies**

Cllr M Ireland and Cllr D Cheetham sent their apologies.

**3. Declaration of Interests**

There were no declarations of interest.

**4. Approval of Minutes**

It was RESOLVED to approve the minutes of the Events Advisory Committee Meeting held on 2<sup>nd</sup> of May 2023 as a true and accurate record of the meeting.

**5. Any items for exclusion of the public**

There were no items for discussion which required the public to be excluded.

**6. Coronation Tree – Jubilee Park**

The Assistant Clerk gave the following update of the quotes for the tree plaque in Jubilee Park:

Quote 1 - £152.91 – Silver Acrylic

Quote 2 - £213.68 – Stainless Steel

Quote 3 - £171.75 - Aluminium

It was RESOLVED to recommend to council to progress with quote 3 and place the order for the aluminium plaque.

**7. Past Mayoral Signs**

Members reviewed quotes to update the Dronfield past Mayor signage in the Council Chamber.

It was RESOLVED to recommend to council accept the quote of £38.50 for the updated past Mayor signage.

Members discussed the reduction of the length of the mayor's chain.

It was RESOLVED to investigate the cost of this and defer to the next meeting.

**8. Dronfield Gala 2023**

The Projects and Communications Officer gave the following update on the 2023 Dronfield Gala:

Members were updated that at this point there were 13 community stalls confirmed, 5 commercial and 11 food & drink stalls giving a total of 29 stalls.

It was RESOLVED to note this update.

Members discussed this year's Mayors stall.

It was RESOLVED to email councillors for donations for children's prizes, sweets, bottle of wine from each councillor.

#### **9. Civic Service**

Members were updated on the date for this year's Civic Service.

It was RESOLVED to confirm that the date for the Civic Service will be Sunday 17<sup>th</sup> of September 2023 and it will be held in the Civic Hall.

Members were advised that there will be a meeting with the reverends on the 19<sup>th</sup> July at 11am in the Council Chamber to discuss the Civic Service in more detail.

It was RESOLVED to note this update.

#### **10. Remembrance Sunday**

The Outside Services Team Leader informed the members that there was enough signage for this year's event.

It was RESOLVED to note this update.

#### **11. Christmas**

Members were updated on the preparations for the Christmas Fest/Light Switch on.

It was RESOLVED to check the Christmas lights and investigate a new 'Merry Christmas' sign for next year.

Members were informed that in 2023 there would be a slight change of schedule at the Christmas Light Switch on with the children singing first, then the mayor's speech with the count down to the Christmas Lights switch on coming last.

It was RESOLVED to note this update.

Members were informed that there is now only one member of the Outside Services Team fully qualified on the Cherry Picker.

It was RESOLVED to train another team member to be qualified.

#### **12. Date of Next Meeting**

It was RESOLVED to hold the next meeting on Tuesday 18th July 2023 at 10:00 am.

The meeting closed at 11.25 am