

**BARNARD CASTLE TOWN COUNCIL  
PARTNERSHIP COMMITTEE**

**6 OCTOBER 2014**

**PRESENT:** Councillor Robinson (in the Chair from Minute 34); Councillors Cooke (in the Chair for Minutes 28 to 33) and Peat; Mr R. Welsby (The Bowes Museum).

**Also in attendance:** One member of the public; one member of the press.

**Officers:** Mr King (Town Clerk) and Mrs Plant (Deputy Clerk).

NOTE – in the absence of Councillor Robinson at the start of the meeting, Councillor Cooke was nominated to chair the meeting from that point.

**28. ACCEPTANCE, OR OTHERWISE, OF APOLOGIES**

Apologies had been received from Councillor Deacon.

**Resolved** – That Councillor Deacon's apologies be accepted.

**29. DECLARATIONS OF INTEREST**

In accordance with this Council's adopted Code of Conduct (Minute 72(a)/Sep/12 refers), Members were asked whether they had any personal or prejudicial interests in any matter on the agenda and, if so, to declare those interests at this point of the meeting. Members were reminded that a declaration could be given later in the meeting if a need arose during discussion. There were no declarations of interest at this juncture.

**30. PARTNERSHIP COMMITTEE MEETING – 14 JULY 2014 – MINUTES**

**Resolved** – That the Minutes be accepted as a correct record.

**31. 2014 AUTUMN/WINTER EVENTS TASK & FINISH GROUP MEETING – 21 JULY 2014 – NOTES**

**Resolved** – That the Notes be received.

**32. 2014 AUTUMN/WINTER EVENTS TASK & FINISH GROUP MEETING – 11 SEPTEMBER 2014 – NOTES**

**Resolved** – That the Notes be received.

**33. 2014 SPRING/SUMMER EVENTS TASK & FINISH GROUP MEETING – 19 SEPTEMBER 2014 – NOTES**

**Resolved** – That the Notes be received.

**34. COMMUNITY EVENTS:-**

**(i) 2014 Summer Events – Evaluation**

Submitted – A report summarising the conclusions drawn by the Spring/Summer Events Task and Finish Group in its review of the 2014 Summer Events Programme, which highlighted notably 'good' or 'bad' points, whether specific events were worth repeating or changing and recognised any particular lessons to be learnt from the events.

**Resolved** – That the information be noted.

## **(ii) 2014 Autumn/Winter Events**

### **Christmas Tree Lights Switch-on Event**

It was confirmed that the arrangements for this event, scheduled for Friday 5 December, were progressing well and all was in hand.

Reference was made to the annual shop window dressing competition and which organisation was organising the competition this year.

### **Victorian Christmas Event**

It was confirmed that the arrangements for this event, scheduled for Saturday 6 December, incorporating Victorian entertainment, crafts and activities, a Mayoral Civic Carol Service and culminating with a firework display, were also progressing well.

**Resolved** – (a) That the Barnard Castle Business Guild be encouraged to organise the 2014 Christmas window dressing competition.

(b) That the information be noted.

## **(iii) Mayoral Christmas Card Competition**

It was confirmed that recent follow-ups with participating schools had reaffirmed a keen interest to take part and the competition schedule was outlined.

**Resolved** – That the information be noted.

## **(iv) Remembrance Sunday**

It was reported that arrangements for Remembrance Sunday were well underway and the details were summarised, including the fact that a meeting had taken place between the Clerk and Rev Canon Alec Harding of St Mary's Church to co-ordinate plans for this year's event.

It was noted that members of the public would be offered the opportunity to lay a wreath during the Laying of the Wreaths of the Further Act of Remembrance and that this would be publicised through the pre-poppy appeal letter from the Mayor, which would be submitted to the press prior to the launch of the 2014 Appeal.

**Resolved** – That the information be noted.

## **35. COMMUNITY EVENTS 2015/16 - BUDGETARY BID**

Submitted – A report to consider a budgetary bid for Community Events 2015/16 for inclusion in the overall Town Council's budget for 2015/16. It was acknowledged that the expanded Community Events programme was proving popular and the 2014 Summer Events evaluation was taken into consideration in the overall deliberations.

It was noted that the council has been approached by the Northern Dales Richard III Group, with a request to expand on the council's recent Medieval Day Event to celebrate the connection between Richard III and Barnard Castle.

**Resolved** – (a) That a Community Events 2015/16 budgetary bid of £14,000 (no change) be submitted for consideration at the Resources Committee meeting scheduled for 3 November 2014, and apportioned as follows:-

<b>Event</b>	<b>Proposed Expenditure</b>
Summer Events (including Third Party Sponsorship)	£ 6,000
Mayoral Event	£ 500
Remembrance Sunday	£ 500
Christmas Tree Lights Switch-on	£ 1,500
Autumn/Winter Events	<u>£ 5,500</u>
<b>Total</b>	<b>£ 14,000</b>

(b) That the town council works with the Northern Dales Richard III Group in respect of an expanded Medieval Event to take place 4 July 2015.

(c) That enquiries be made with Durham County Council in respect of the town council sponsoring Barnard Castle based events during 2015/16.

### **36. CHRISTMAS LIGHTING DISPLAY 2014/15**

#### **Street Lighting Column Testing**

It was confirmed that there was no requirement for any column windage tests to be carried out prior to the 2014/15 display, as the tests were valid for 30 months and were carried out in 2012 and 2013.

#### **Lighting Display**

It was confirmed that Lamp Lighter had PAT Tested the lighting display and 17 defective motifs were undergoing the necessary repairs prior to installation, which would be by the end of November.

#### **Christmas Trees**

It was anticipated that the town's Christmas tree would be transported and installed towards the end of November with the help of the usual team of volunteers and would incorporate the transportation of the new tree to be sited at St Mary's Parish Church.

#### **Crib**

Volunteers were sought to install the Crib in the grounds of the Methodist Church before the 5 December.

Discussion ensued in respect of the future use of the Christmas Lighting Emergency Fund.

**Resolved** – (a) That £150 from the Christmas Lighting Support Fund be used towards the purchase of additional Christmas trees to be located around the town and that this scheme be included within future Christmas lighting displays.

(b) That the information be noted.

### **37. CHRISTMAS LIGHTING DISPLAY 2015/16 – BUDGETARY BID**

Submitted - A report to consider a budgetary bid for the Christmas lighting display 2015/16 for inclusion in the overall Town Council's budget for 2015/16, including a breakdown of all the anticipated expenditure. It was noted that the column windage tests were required prior to the installation of the 2015 Christmas lighting display, resulting in a significant increase in the proposed budget.

Discussion ensued in respect of the proposed budgetary increase. It was considered that a more structure Christmas Lighting budget format should be in place to take into account necessary expenditure items, such as the column windage tests, that don't occur every year, as part of this council's medium term financial plan.

**Resolved** – (a) That a Christmas Lighting 2015/16 budgetary bid of £10,000 (increase of £3,500) be submitted for consideration at the Resources Committee meeting scheduled for 3 November 2014.

(b) That, at the same Resources Committee meeting, it be recommended that any potential 2014/15 Christmas Lighting budgetary underspend be earmarked and rolled forward towards the start of a Christmas Lighting Display medium term financial plan.

### **38. POPPY APPEAL**

It was reported that arrangements for the 2014 Poppy Appeal were well underway with the collection boxes and supplies being delivered during week commencing 20 October ready for the commencement of the Appeal on 25 October. A letter from the Mayor to promote the 2014 Appeal would be in the press during week commencing 20 October.

It was also reported that, whilst the 2013 Appeal had now closed, a final statement had yet to be received confirming the total amount raised. It was anticipated that this information would be available by the next meeting.

**Resolved** – That the information be noted.

### **39. GRANTS TO OTHER BODIES**

Submitted – In accordance with the Terms of Reference of Council and Committees 2014/15 and the Financial Donations Policy, a report summarising the financial donations situation. It was confirmed that this Council's 2014/15 budgetary allocation for financial donations was £3,000 and that, to date, there had been three donations totalling £1,200 made from this year's allocation. It was reported that the following application had been received:-

(i) **Teesdale Disability Access Forum** – support for resources for Keep Active, Keep Communicating Dementia Project.

**Resolved** – That a donation of £750 be made to Teesdale Disability Access Forum towards the Keep Active, Keep Communicating Dementia Project.

### **40. GRANTS TO OTHER BODIES – FINANCIAL DONATIONS 2015/16 BUDGETARY BID**

Submitted – A report to consider a budgetary bid for Financial Donations 2015/16 for inclusion in the overall Town Council's budget for 2015/16. The use of the Financial Donations budget was confirmed. Whilst a small reduction in the budget was recommended due to the perception that there had not been the expected demand since the budget was increased in 2013/14, members considered that the policy was not promoted sufficiently. With this in mind, it was considered that the budget should remain the same and that the policy should be advertised further.

**Resolved** – (a) That a Financial Donations 2015/16 budgetary bid of £3,000 (no change) be submitted for consideration at the Resources Committee meeting scheduled for 3 November 2014.

(b) That the town council's Financial Donations Policy be advertised more widely.