

**BARNARD CASTLE TOWN COUNCIL  
PARTNERSHIP COMMITTEE**

**2 OCTOBER 2017**

**PRESENT:** Councillors Wilkes (in the Chair), Miss Blissett, Chatterjee, Peat, Kirkbride and Mrs Moorhouse; Mr R. Welsby (The Bowes Museum).

**Also in attendance:** Councillor Blissett; one member of the press.

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

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

Apologies were received from Councillors Sutherland and Child as well as Ms J. Whittaker (The Bowes Museum).

**Resolved** – That the apologies be accepted.

**26. DECLARATIONS OF INTEREST**

In accordance with this Council's adopted Constitution (Members' Code of Conduct) (Minute 12/May/17 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. None were declared at this juncture.

**27. PARTNERSHIP COMMITTEE MEETING – 10 JULY 2017 - MINUTES**

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

**28. POPPY APPEAL**

It was reported that the Royal British Legion's 2016 appeal did not close until 30 September 2017 and that official confirmation of the grand total had not yet been received. However, a previous statement received from the Legion in May confirmed that the net total at that time stood at £13,822.78. It was anticipated that a further £1,500 still needed to be included. It was expected that a final total would be presented to Partnership Committee in November.

Preparations were underway for the 2017 appeal, which would launch on Saturday 28 October. Volunteers were being sought for the two-week street collection period. It was also proposed to hold a stall on the Wednesday market. A letter would be sent to the Teesdale Mercury to raise awareness. Councillors were sought to assist with the delivery and collection of appeal supplies to local businesses and organisations.

**Resolved** – (a) That the information be noted; and  
(b) That Members confirm their availability to the office to assist with delivery and collection of Poppy Appeal supplies to local businesses and organisations.

## **29. MAYORAL EVENTS**

### **(i) Fly the Red Ensign for Merchant Navy Day**

A flag raising ceremony took place on 1 September 2017 in Galgate Remembrance Gardens to commemorate Merchant Navy Day. A number of veterans and representatives from Merchant Navy organisations attended. The Reverend John Moore undertook a blessing of the Red Ensign and the Town Mayor raised the flag. Wreaths were laid at the foot of the flagpole followed by 'Eternal Father Strong to Save' and last post and reveille, played by Andrew Nicholson. Following the service, visitors were invited for refreshments in the Dawson Room, courtesy of the Town Mayor.

**Resolved** – (a) That the information be noted;  
(b) That thanks be given to Rev. John Moore and Andrew Nicholson; and  
(c) That Fly the Red Ensign for Merchant Navy Day be an annual event, built into the events programme for 2018/19, with recommended budgetary provision of £150.

### **(ii) Honorary Freeman/Freewoman Ceremony**

On 28 September in Barnard Castle School Chapel, in the presence of The Lord Lieutenant and other distinguished guests, the Town Mayor conferred the distinction of Honorary Freeman/Freewoman to Mr John Watson, Rev John Moore, Mrs Marie Yarker and Mr John Hinchcliffe BEM. Approximately 100 guests and representatives of local organisations attended the Ceremony. Barnard Castle School students acted as ushers and handed out programmes. The school organist and choir provided music and Rev. Darren Moore gave a blessing on the town. Following the Ceremony, Barnard Castle School hosted a drinks and canapés reception. Mrs Susan Kirkbride provided a special celebration cake. The town council had received several favourable comments following the unique Ceremony and organisations invited appreciated the recognition.

**Resolved** – (a) That the information be noted; and  
(b) That formal written thanks be given to Barnard Castle School.

### **(iii) 'Winter Drawers On at Raby Castle'**

The Town Mayor updated Members that she would host a civic ticketed event in aid of the Mayor's Charity on Friday 13 October 2017, entitled 'Winter Drawers On at Raby Castle'. The Lord and Lady Barnard had very generously agreed to open up their home for the event. To date, twenty town councils were to be represented. Entertainment would be provided by Vintage Pipers, 'Cream Tees' and local harpist/ flautist duo.

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

## **30. MAYORAL CHRISTMAS CARD COMPETITION**

Pursuant to Minute 18/Jul/17, a discussion was held with the Town Mayor and details of the 2017 Mayoral Christmas card competition agreed. This year, it was to be a photographic competition depicting 'What I love about Barney' and was open to any non-professional of any age, promoted via The Teesdale Mercury and shortlisted by the Town Mayor and Consort, assisted by editor of The Teesdale Mercury.

The Christmas cards would be reproduced in-house by the office. The winners would be invited to attend the Christmas Tree Lights Switch-on event on 1 December to be presented with a framed copy of their entry along with 20 cards for their own personal use. The Mayor's official Christmas cards would be sent out during early December.

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

### **31. ARMISTICE DAY & REMEMBRANCE SUNDAY**

It was reported that a simple flag lowering and wreath laying ceremony would take place on Armistice Day (Saturday 11 November) at Galgate Greens Remembrance Garden, followed by a two minute silence at 11am.

Preparations for Remembrance Sunday on 12 November were well underway. The traffic management arrangements had been agreed, the Road Closure Order had been received, and Barnard Castle Band had confirmed that they would be able to provide a marching band for the Parade to The Bowes Museum following the Church Service.

Members would be provided with details of the arrangements nearer the time but were encouraged to advise the office, in advance, of their attendance.

**Resolved** – (a) That the information be noted; and  
(b) That Members confirm their attendance on Remembrance Sunday to the town council office.

### **32. PARISH CHURCH CHRISTMAS TREE FESTIVAL**

St. Mary's Parish Church Christmas Tree Festival was scheduled to be held Wednesday 6 to Sunday 10 December. The town council had budgeted to sponsor and decorate a tree from its Christmas Lighting Budget (Minute 79/Feb/17 refers). A theme was discussed. Trees were to be decorated on either Tuesday 5 or Wednesday 6 December and dismantled on Monday 11 December. After the festival, the town council could choose to retain the tree or allow the Parish Church to sell it for charity. Cllr Sutherland had volunteered to assist with making decorations and decorating the tree.

**Resolved** – (a) That the information be noted;  
(b) That the theme for the town council's Christmas tree be 'the natural environment', focussing on services provided by the town council; and  
(c) That Cllr Sutherland assists with tree decoration.

### **33. CHRISTMAS TREE LIGHTS SWITCH-ON EVENT 1 DECEMBER**

It was reported that preparations were well underway for the town council's annual Christmas event. The traditional Santa's Grotto would be in the Methodist Church, with activities and refreshments in the Church Hall etc.

Festive entertainment would take place on Woodleigh Grounds and Performance Area. The Honorary Town Crier would narrate a festive panto prior to the switching-on of the town's Christmas tree lights scheduled for 6.30pm.

Santa's sleigh and a winter wonderland of white trees in Woodleigh Grounds would add to the festive atmosphere. Sponsorship was being sought to supplement the town council's budget, to enhance the event with the added attraction of a live reindeer display (large male, female and baby).

**Resolved** – (a) That the information be noted; and  
(b) That a live reindeer display be hired on Friday 1 December, with feed vending machine (income to be retained by the town council), at a total cost of £1,300, to extend the festivities on offer for families and children.

### **34. 1940s EVENT – 22 TO 24 JUNE 2018**

#### **(i) Task & Finish Group – 3 August – Draft notes**

Submitted – draft notes from 1940s Event Task & Finish Group meeting held on 3 August.

**Resolved** – (a) That the information be noted; and  
(b) That the notes be approved as a correct record.

#### **(ii) 1940s Task & Finish Group Terms of Reference**

Received – a report proposing revised terms of reference for the 1940s Task & Finish Group, to inform its activities in preparation for the 2018 event.

Members were informed that the Group had been in place for two years and had been established as a sub-committee, operating within the conditions set out in the council's Standing Orders. The time required to prepare for and manage meetings in the office was disproportionate to the work required. It was proposed that the Group now organised itself as a project board, using meetings to monitor overall progress and achievement of allocated tasks, within the parameters set by this Committee. Revised Terms of Reference for the Group were circulated and discussed.

**Resolved** – That the terms of reference, as submitted, be approved.

### **35. WOODLEIGH GROUNDS**

#### **(i) Event Management**

Submitted - draft Event Application Form and Terms & Conditions for discussion. Pursuant to Resources Minute 24(vi)/Sept/17, it was resolved that, in anticipation of the imminent lease transfer from Durham County Council to the town council of Woodleigh Grounds (including the Performance Area), a booking process was required. It was suggested that hire of the grounds and performance space should be free for community groups, but that there would be a charge for commercial organisations.

**Resolved** – (a) That the Event Application Form and Terms & Conditions for booking of Woodleigh Grounds and Performance Area, as submitted, once under town council management, be approved; and  
(b) That the charges for commercial hire of Woodleigh Grounds and Performance Area be determined as part of the 2018/19 budget.

### **36. THE BOWES MUSEUM UPDATE**

#### **(i) 125th Anniversary**

Pursuant to Minute 21 (i)/July/17, a working group led by The Bowes Museum had been formed, with representation from the town council, and a meeting held to develop a proposed Christmas Festival 13 to 17 December. Approval was sought from Committee regarding the £2,000 allocated by the town council. Members were reminded that the money was raised through the precept, and was allocated to benefit the town in support of an event celebrating the 125th Anniversary of The Bowes Museum. Mr Welsby delivered a presentation about the proposed Christmas Festival.

**Resolved** – (a) That Members approve, in principle, the idea of a 'Barnard Castle Christmas Festival';  
(b) That, subject to there being an identified benefit to local residents, up to £2,000 spend towards the Christmas Festival be approved; and  
(c) That an updated report from the working group, via Cllrs Sutherland and Wilkes be given at Council on 13 November.

### **37. CHRISTMAS LIGHTING 2017/18**

Members were reminded that this was the third and final year of the current contract with Christmas Plus for installation and dismantling of the town council's Christmas lighting displays. Icicle lights along Market Place, Horsemarket and Galgate and swan motifs along Newgate would be installed mid-November. The town's Christmas tree would be in-situ Saturday 25 November ready for dressing prior to the Christmas Tree Lights Switch-on event on 1 December.

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

### **38. BARNARD CASTLE CHRISTMAS LIGHTS (BCCL)**

It was reported that BCCL had bought 52 snowfall lights to be put in a large tree opposite the post office and 45 of the old motifs from the Town Council.

Permission had been obtained from Durham County Council for 'No Parking' signs placed either side of The Bank on alternative days later this week, so that brackets could be put on the front of the properties to facilitate festoon lights over the Christmas period.

A successful Italian Night was held at Vivo with singing by Toni Sidgwick. The total raised at the evening stood at £800.

Preparations were underway for a Race Night at the Cricket Club on the 18 November and a Christmas event at Niche Living.

A street collection licence had been applied for the evening of the town council's Christmas Tree Lights switch-on.

The next meeting of BCCL committee was on 24th of October. New members were welcome.

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