

**BARNARD CASTLE TOWN COUNCIL
PARTNERSHIP COMMITTEE**

27 NOVEMBER 2017

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

Also in attendance: Councillor Blissett (until item 41 (ii)); Ms Katy Taylor (The Witham); Mr M. Read (The Bowes Museum); Mr T. Baitson and Mr A. Willsmore (Barnard Castle Meet); one member of the press.

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

39. ACCEPTANCE, OR OTHERWISE, OF APOLOGIES

Apologies were received from Ms J. Whittaker (The Bowes Museum).

Resolved – That the apologies be noted.

40. 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.

41(a) BARNARD CASTLE MEET

Mr Tim Baitson and Mr Andy Willsmore gave a presentation on plans for the Meet and the new constitution of its Committee. The plan for 2018 was to focus on the parade, with family entertainment on the Upper Demesnes and then grow year on year and focus on the community. Volunteers were needed. The Meet was to be registered as a community interest company and there was a website www.barneymeet.uk

Prior to the next item, Cllr Mrs Moorhouse expressed concern that the Friends of The Bowes Museum had not been invited to present their views on 125th Anniversary celebrations. Cllr Sutherland offered apologies to The Friends of The Bowes Museum.

41(b) THE BOWES MUSEUM

(i) 125th Anniversary – Celebration of the Swan

Mr Matthew Read gave a presentation on a draft proposal for a Swan Project to celebrate 125 years of The Bowes Museum in Barnard Castle, focussing on the iconic Silver Swan, with the aim of bringing the museum and the town closer together.

It was suggested that the Meet ought to be involved in discussions.

Resolved – (a) That £2,000 be used for working in conjunction with community groups;
(b) That community involvement be led by the town council via representation on the steering group for the event;
(c) That the project delivers clear community involvement for residents of the town;
(d) That there is a project budget which includes a statement of income and expenditure and an update on progress, to be reported to Full Council; and
(e) That there be involvement from Friends of The Bowes Museum.

(ii) Update

Plans were outlined for the Christmas Festival 13 to 17 December. Funding had been secured from the Arts Council for a trail of light installations in the Museum Park and at The Witham.

42. PARTNERSHIP COMMITTEE MEETING – 2 OCTOBER 2017 - MINUTES

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

43. POPPY APPEAL

The final 2016 total had still not been confirmed by The Royal British Legion.

The 2017 appeal launched on Saturday 28 October. All tins and supplies had now been collected in and the monies counted and banked.

Throughout the two-week collection period, a total of £13,670.94 had been raised so far. This included collections from the street, Morrisons, a stall on Wednesday Market for two consecutive weeks, house-to-house collections and the various local businesses, organisations and schools. Still to be included were monies received from church collections, wreaths, personal donations or any events organised before the closure of the appeal on 30 September 2018, which would include collection at the 1940s Event in 2018.

Thank you cards detailing the individual amounts raised had been delivered and a post appeal letter from the Town Mayor would be submitted to the press to thank the public and all those involved.

Both Morrisons and Barclays Bank continued to play a huge role in the local appeal along with individual volunteers.

Particular thanks were given to Sam Henderson, Peter Holmes, Jane Hackworth-Young, Rowan Jeffries, Dorothy Wilson, Andy Sergeant, Will Wearmouth, Marie Yarker, Kirsten Common, Catrina Knox, Becca Steen, Janet Sweeting, Susan Kitching, Wendy Greenfield, Marion Hutchinson, Sharon Parsons-Munn, Tom Deacon & Bella, Ian Moorhouse, Cyril Humphrey, Kath Towler, David Peat, Allan Jones and Iris Hillery; Cllrs Child, Kirkbride, Mrs Moorhouse (Town Mayor), Sutherland, Miss Blissett, Harrison, Blissett and Peat (Deputy Town Mayor).

Resolved – (a) That the information be noted;

(b) That thanks be given to Barclays Bank staff and Morrisons management and staff; and

(c) That thanks be given to all businesses, organisations and schools who assisted with the Poppy Appeal.

44. MAYORAL EVENTS

(i) 'Winter Drawers On at Raby Castle'

A verbal update was given under Town Mayor's Announcements at Council on 13 November. The civic event raised £1,383 for the Mayor's Charity. People attending were astounded by the venue and event.

Resolved – (a) That the information be noted; and

(b) That thanks be given to Councillor Mrs Moorhouse and all staff involved.

45. MAYORAL CHRISTMAS CARD COMPETITION

Pursuant to Minute 30/Oct/17, two winning designs were chosen by the Town Mayor and consort, Deputy Town Mayor and Trevor Brookes from The Mercury. The winner was Mr Paul Da Silva.

The Christmas cards would be reproduced in-house by the office. The winner was 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 personal use. The Mayor's official Christmas cards would be sent out during early December.

Resolved – That the information be noted.

46. ARMISTICE DAY & REMEMBRANCE SUNDAY

A simple ceremony took place to mark Armistice Day on 11 November at Galgate Greens Remembrance Garden. The Union Flag was lowered half mast, followed by a two minute silence at 11am and then the laying of a wreath by the Town Mayor. Three Councillors and their partners attended, together with a small numbers of residents and the Deputy Clerk.

Remembrance Sunday took place on 12 November. The event was well supported by all sectors of the community. Rev. Canon Alec Harding led the service at the Parish Church. The police implemented the temporary road closures and Barnard Castle Band provided a marching band, with the Parade led by the Parade Marshall, Rowan Jeffries. Parade members included cadets from Barnard Castle School's Combined Cadet force. Councillor Child remarked that the Parade was very well organised and Councillor Sutherland praised the band.

Masters Lewis and Aidan Woodward assisted with the distribution of the Order of Service Sheets at The Bowes Museum and Cllr Kirkbride, along with Ethan Rawlings of the Scouts, jointly read the Exhortation. Andrew Nicholson sounded the Last Post and Reveille.

A letter would be sent to the press thanking all those organisations and individuals for the roles they played. Particular thanks were extended to Deputy Lieutenant Bernard Robinson, Rev. Canon Alec Harding and Church Wardens of St. Mary's Parish Church, Durham Constabulary, Rev. Darren Moore, Headmaster Tony Jackson, the cadets, students and staff of Barnard Castle School, Rowan Jeffries, Andrew Nicholson and members of Barnard Castle Band, Cllr Kirkbride, Ethan Rawlings – Scouts and Masters Lewis and Aidan Woodward.

Councillor Peat suggested that a different arrangement needed to be thought about to secure the wreaths to the town memorial during inclement weather.

Resolved – (a) That the information be noted;

(b) That thanks be given to all businesses, organisations and individuals who played a part; and

(c) That thanks be given to the office, in particular Mrs Farren (Services Officer), for the organisation of the event.

47. 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, supported by Teesdale Lions, with craft activities led by YMCA and refreshments provided in the Church Hall etc.

Festive entertainment would take place on Woodleigh Grounds and Performance Area from 5:00pm. Live reindeer would be in-situ on Woodleigh Performance Area, along with Santa's Sleigh and a winter wonderland of white trees in Woodleigh Grounds.

Barnard Castle Band would play Christmas carols.

The Honorary Town Crier would narrate a festive panto at approximately 6:00pm, prior to the switching-on of the town's Christmas tree lights scheduled for 6:30pm and the arrival of Santa.

The event had been kindly sponsored in-kind and by donations from Boyes, GSK, Morrisons, Taylor Wimpey and Chocolate Fayre.

Resolved – (a) That the information be noted;
(b) That thanks be given to all sponsors of the event; and
(c) That all Members promote the Christmas Lights Switch-on Event on 1 December.

48. PARISH CHURCH CHRISTMAS TREE FESTIVAL – 6 TO 10 DECEMBER

St. Mary's Parish Church Christmas Tree Festival was scheduled to be held 6 to 10 December. The town council's sponsored tree was to be decorated on 5 December and dismantled on 11 December. Pursuant to Minute 32/Oct/17, Cllr Sutherland was busy making decorations for the tree and a local craft and chat group has donated various knitted vegetables, fitting the 'natural environment' theme chosen for the tree.

After the festival, the town council could choose to retain the tree or allow the Parish Church to sell it for charity.

Resolved – (a) That the information be noted;
(b) That the tree be donated to the Parish Church to sell for charity following the Christmas Tree Festival.

49. 1940s EVENT – 22 TO 24 JUNE 2018

Pursuant to Minute 34/Oct/17, meetings of the project group were held on 9 October and 7 November. Main entertainment and vehicle displays would focus on Scar Top.

Musical entertainment was in the process of being secured. TCR Hub had confirmed availability of camping and accommodation for the weekend; vintage vehicles were submitting entries; and park and ride at Teesdale School was booked.

Schools were to be approached in January 2018 and invited to participate.

Sponsorship was to be sought following the Christmas event on 1 December. The next meeting of the project group was on 5 December.

Resolved – That the information be noted.

50. CHRISTMAS LIGHTING 2017/18

Christmas Plus installed icicle lights along Market Place, Horsemarket and Galgate and swan motifs along Newgate 5 to 7 November. They were switched on 14 November, after Remembrance Sunday. The town's Christmas tree, kindly donated by Lord Barnard and Raby Estates, was in-situ and dressed prior to the Christmas Tree Lights Switch-on event on 1 December.

Resolved – That the information be noted.

51. BARNARD CASTLE CHRISTMAS LIGHTS (BCCL) UPDATE

This would be the third year that Barnard Castle Christmas Lights Committee had been working in a successful partnership with the Town Council. BCCL now felt well prepared to take over full responsibility for the Christmas Lights over the next three years. It was reported that BCCL was to become a Community Interest Company.

To maintain the quality of Christmas lighting in the town, recent fundraising events included a Race Night raising £1,500.00 and donations of £200 from King Edward VIII Lodge and The Clique.

Future fundraising events included collection tins on Friday 1 December at the Town Council's Christmas Lights switch-on and a charity stall on Wednesday Market 6 December.

Resolved – That the information be noted.

52. BUDGETARY BIDS 2018/19

(i) Community Events

Received – a report providing a review of the events programme to date and considering a budgetary bid for Community Events 2018/19 for inclusion in the overall Town Council's 2018/19 budget.

Members were reminded that Council had already committed to supporting the 1940s weekend between 22 to 24 June and Aviation Day on 22 June 2018 (Council Minute 36(2)(vii)(b)/June/17 refers).

This Committee had resolved to participate in WW1 Beacons of Light on 11 November 2018 (Minute 81/Feb/17 refers), which was likely to have additional one-off cost implications. Barnard Castle School was keen to become more involved in Remembrance Sunday.

Resolved – That the Community events Budget for 2018/19 be £7,000 (decrease of £2,000), apportioned as follows:

Event	Proposed Expenditure
1940s Weekend	£ 3,000
Remembrance Events	£ 1,150
Christmas Event	£ 2,500
All other Events (including Third Party Sponsorship)	£ 350
Total	£ 7,000

(ii) Christmas Lighting

Councillor Peat declared an interest and did not take part in any vote.

At the Council Meeting held on 13 November, it was resolved that 'the SLA and Indemnity Agreement for the provision of Christmas Lights from the 2018/19 seasons by Barnard Castle Christmas Lights be approved'. The SLA was for a sum of £6,500. It was implicit that this would be the Council's Christmas Lighting budget for the duration of the SLA with Barnard Castle Christmas Lights.

Resolved – That the Christmas Lighting budget be set at £6,500 for 2018/19 and recommended as such to Full Council on 22 January 2018.

(iii) New Item – Event Management – Woodleigh Grounds (Fees & Charges)

It was still anticipated that agreement would be reached with Durham County Council over the lease of Woodleigh Grounds with an effective date encompassing 2018/19. This would, in turn, enable the town council to licence the use of the performance area, including access to the dedicated power supply.

It was proposed that use of the power supply should be recharged to any group, based on metered use at the prevailing unit rate that the town council was charged. In addition, it was proposed that any commercial hire, i.e. where the user was not a community, voluntary or not-for-profit group, was charged an administration fee of £50, to cover the costs of processing a booking and ensuring appropriate insurance and approvals were in place, replicating the 'licence fee' currently levied by Durham County Council.

These charges would form part of the 'fees and charges' to be approved by Council as part of the budget determination.

Resolved – (a) That use of Woodleigh Grounds, including the performance area, be free to any community, voluntary or not-for-profit group;
(b) That other (commercial) users be charged an administration fee of £50 per hire; and
(c) That all users of the outdoor power supply be recharged based on metered use at the prevailing unit rate that the town council is charged.