

**BARNARD CASTLE TOWN COUNCIL
PARTNERSHIP COMMITTEE**

5 FEBRUARY 2018

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

Also in attendance: Councillor Blissett; Mr M. Read (The Bowes Museum); Mr R. Copeland and Mr S. Bean (English Heritage) until item 56; Mr M. Pepper (Barnard Castle School) until item 55; one member of the press.

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

53. ACCEPTANCE, OR OTHERWISE, OF APOLOGIES

Apologies were received from Councillor Mrs Moorhouse.

Resolved – That the apologies be accepted.

54. 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.

Under Standing Orders 1a, Item 61(ii) was considered at this point in the meeting.

61(ii) Remembrance Events

(a) Aviation Day 22 June 2018

It was reported that detailed arrangements would commence at the end of February/beginning of March.

(b) Fly the Red Ensign for Merchant Navy Day – 3 September 2018

This year, Merchant Navy Day fell on a Monday and following a flag hoisting ceremony, organisations were encouraged to fly the Red Ensign all week. Arrangements would follow a similar format to 2017.

(c) Remembrance Sunday & Battle's Over: A Nation's Tribute – 11 November 2018

Members recalled that there was a resolution to support 100 years of Remembrance marking the end of the First World War on 11 November 2018 (Minute 81/Feb/17 refers).

Badged as 'Battle's Over: A Nation's Tribute', an official guide to taking part had been circulated by Pageant Master, Bruno Peek, www.brunopeek.co.uk

Remembrance Sunday would remain unchanged and would follow the traditional service format and parade from the Parish Church to the Town Memorial in the grounds of The Bowes Museum. Members also noted that this year, Remembrance Sunday was also on the same day as Armistice Day.

Barnard Castle School was keen to become more involved in Remembrance arrangements. Pupils were engaging in Remembrance project work leading up to the centenary. On Saturday evening there was to be a dinner at the school; Sunday, the usual chapel service was planned before marching to the town memorial at The Bowes Museum. The school offered to host refreshments following the service and a display of pupils' project work. There was also the opportunity to host the beacon lighting in the grounds of the school.

The Bowes Museum had gathered much information as part of their WW1 project and this would culminate in an exhibition.

It was recommended that a project working group be established to oversee the commemorations.

An official logo had been produced for use with town council publicity.

There were four elements relating to 'Battle's Over':

6.00am – Sleep in Peace – 'Battle's O'er' – a traditional air played by pipers after a battle, heralding the start of the day's commemorations.

6.55pm – The Last Post

7.00pm – Beacon Lighting Ceremony – WW1 Beacons of Light would be lit around the country. It was suggested that either a specially produced gas-fuelled beacon, with the motif WW1 1914-18 round the circumference, could be purchased for £360 net. Gas cylinders would need to be purchased separately. Alternatively, a beacon brazier could be manufactured for £763 (or cheaper if a smaller version was manufactured). A location would need to be determined and relevant permissions sought. Members were informed that English Heritage had also registered to take part and light their beacon at the Castle as part of a national event but there was nothing definite in place as yet.

It was also suggested that, prior to the lighting of the beacon, names of those from the town, killed in action during WW1, were read out, in remembrance of the sacrifices made.

7.05pm – Ringing out for Peace – local churches were encouraged to participate by ringing their bells and coinciding with this, town criers were urged to undertake a specially written 'Cry for Peace Around the World.'

Resolved – (a) That a project group, reporting directly to Partnership Committee, be established to programme events for 'Battle's Over: A Nation's Tribute' comprising Cllrs Peat, Kirkbride, Child, Miss Blissett and Blissett, a representative from Barnard Castle School, English Heritage and The Bowes Museum; and
(b) That the project group determine the type of beacon and location for lighting.

55. ENGLISH HERITAGE SENSORY GARDEN

Robin Copeland, Senior Landscape Advisor and Simon Bean, Head of Projects & Performance North at English Heritage, presented proposed plans to redevelop the sensory garden in the Castle. The existing garden was created in 2000; this project proposed a community orchard and wild flower meadow on the site of the former allotment with remnant fruit trees. The orchard was intended to complement its setting, offer strong seasonal interest of spring flowers and autumn fruit and provided opportunities for community engagement and activities. A proposed plan was circulated. Community consultation was scheduled to start February 2018, with works potentially starting from late Spring; aiming for completion by Winter 2018 with the planting of local fruit tree varieties.

Resolved – (a) That the town council welcomes the proposed English Heritage Community Orchard project in principle, to be formally considered by future Planning Committee; and (b) That the town council offers its support with advertising and community consultation.

56. PARTNERSHIP COMMITTEE MEETING – 27 NOVEMBER 2017 – MINUTES

Resolved – That the Minutes be approved as a correct record.

57. THE BOWES MUSEUM

(i) 125th Anniversary – Celebration of the Swan

Pursuant to Minute 41 (b)/Nov/17, Matthew Read provided an update on the Swan Project. A project plan was circulated for a community 'fishdance'. A discussion had been held with the Meet, who were keen for culmination of the project to precede the Meet Parade. Members felt that the identity of the Meet needed to be preserved and there was concern that the project would be diluted as part of the Meet Parade. However, the benefits of linking in with and complementing the Meet were acknowledged; there was an existing audience and opportunity to combine health and safety infrastructure. Core funding was due to be confirmed by mid February. If there was a shortfall in funding, the project could be scaled back if needed. The steering group was to be formed by end February after funding was confirmed. There would be a press release and open evening event to encourage retailers and businesses to get involved.

Members noted resolutions from last Partnership Committee meeting in November. Members requested further information from The Bowes Museum prior to onward referral to Council.

Resolved – That it be recommended that the conditions for town council contribution of £2,000 towards the Swan Project have been met, for onward referral to Special Council on 19 February.

(ii) Update

It was reported that the Christmas Festival was deemed a success, with 1,100 children visiting Santa's Grotto. There was a strong exhibition programme for 2018. In March, a collection of Royal Watercolours would be on display; Summer would see a Quentin Blake exhibition of Roald Dahl's 'BFG'; and there would be a significant fashion exhibition. The Centre for Contemporary Craft was focussing on a textile upcycling project; there was an open call for artists via Teesdale Artists Network; focus on digital media; and a full review on the light trail, with a view to being revised and extended.

Resolved – That the information be noted.

58. POPPY APPEAL

It was reported that whilst The Royal British Legion had not supplied a formal statement, they had confirmed verbally that the local total for the 2016 local appeal was £15,312.79.

The amount banked for the 2017 appeal at 1 December 2017 was £16,018.24; the highest figure collected so far, with seven months of collection opportunity still left to go. A letter was submitted to the local press during January thanking all those involved in supporting the council and its staff throughout a range of events and activities.

Contact had been made with The Royal British Legion in respect of supplies for the 1940s weekend event in June and a street permit had been applied for from Durham County Council.

Resolved – That the information be noted.

59. MAYORAL EVENTS

It was reported that The Town Mayor would host an event on Friday evening 16 March in St. Mary's Parish Hall, in recognition of the work of local volunteers who supported the work of the town council.

In addition, the Town Mayor would also host a civic event on 1 May 2018 - 'The Teesdale Adventure' – A Classic Coach tour around Teesdale and promoting the town's forthcoming 1940s weekend.

Resolved – That the information be noted.

60. CHRISTMAS TREE LIGHTS SWITCH-ON EVENT – 1 DECEMBER 2017

The town council's annual Christmas event was a success. The traditional Santa's Grotto was in the Methodist Church, supported by Teesdale Lions, with craft activities led by YMCA, face painting and refreshments provided in the Church Hall.

Live reindeer provided a much welcomed family attraction, along with Santa's Sleigh and a winter wonderland of white trees in Woodleigh Grounds.

Barnard Castle Band played a selection of carols at the entrance to Scar Top to herald the event. The Town Mayor presented the winner of the Christmas Card Competition 2017 with a framed copy of their design.

A festive panto written and narrated by and starring town councillors, provided much amusement and was well received. Barnard Castle Christmas Lights collected donations on the evening. The grotto attracted approx. 100 children.

Resolved – (a) That the information be noted; and
(b) That thanks be given to all those involved and those who supported the event.

61. 2018/19 COMMUNITY EVENTS PROGRAMME

Members were reminded that the Community Events budget for 2018/19 was confirmed at Council on 22 January as £7,000. The following events were confirmed and costs apportioned:

(i) 1940s Event – 22 to 24 June 2018 (budget £3,000)

It was reported that preparations were well underway, with musical entertainment booked, vintage vehicles and living history groups confirming attendance. The outcome of an application to RAF events team for a Battle of Britain Memorial Flight flypast would not be known until end March. Publicity was needed to advertise the event. The next meeting of the project group was on 6 February.

Resolved – (a) That the information be noted; and
(b) That delegated authority of £3,000 spend for 2018 1940s event be given to the office, in discussion with 1940s project group.

(iii) Christmas Tree Lights Switch-on Event

A date needed to be confirmed for this year's Christmas Lights Switch-on event. It was traditional that this took place on the first Friday in December, however, Friday 7 December was considered too late, particularly by traders, who welcomed the contribution that the lights made in the build up to Christmas, and it was therefore suggested that Friday 30 November would be more suitable.

Resolved – That Friday 30 November be set as the date of the 2018 Christmas Lights Switch-on event.

(iv) Juggling Convention – 20 October 2018

The north east's largest community juggling and circus events were due to take place in Barnard Castle 19 to 21 October 2018. Organised by the three largest circus groups in the area: Durham City Jugglers, Juggling & Unicycling Stockton on Tees and Circus Central, events would be held in three locations: Teesdale Leisure Centre, TCR HUB and Glaxo Social Club. On Saturday 20 October, there would be a variety of activities and workshops open to the public in Teesdale Leisure Centre, culminating in a main show on the evening in Glaxo Social Club. There was a small amount unallocated in the 2018/19 events budget that could be allocated to this event.

Councillor Peat was keen to encourage performances around the town and on the Performance Area.

Resolved – That delegated authority be given to the Clerk to contact the organisers of the Juggling Convention to explore the feasibility of extending the activities on offer, with town council support, for consideration at next Partnership Committee on 9 April.

62. CHRISTMAS LIGHTING

It was reported that there had been much praise from the public and visitors about this year's festive lighting displays; including positive comments from The Lord Lieutenant.

Christmas Plus dismantled the town council's lighting displays mid-January. The entire display would be tested and a report compiled showing repairs required; this would then complete the three year contract. Arrangements would then be made to transfer storage of the town council's assets to Barnard Castle Christmas Lights.

Members recalled that it was resolved at Council on 13 November that for the next three seasons, 2018 to 2021, the town's Christmas lighting displays would be provided via a service level agreement between the town council and BCCL.

Two meetings would be held between BCCL and the town council: Repairs and maintenance review (January/ February) and budget setting (August/September). It was resolved at Council that it be delegated to the Clerk, in conjunction with Town Mayor and Chairs of Committees, to approve expenditure in support of SLA from within the minimum £6,500 budget (Minute 87/Nov/17 refers).

Resolved – That the information be noted.

63. BARNARD CASTLE CHRISTMAS LIGHTS (BCCL) UPDATE

This year, the addition of festoon lights, in particular, enhanced the bank and the reindeer lit up the entrance by the County Bridge.

The lights had now been dismantled and placed into storage. Lights would be checked to see what replacements were needed.

Next year, BCCL would be solely responsible for the rigging and derigging of all the lights, testing and replacing any faulty parts. Lights also needed to be insured and relevant public liability in place.

Collection tins had been counted from shops and businesses over the Christmas period, which raised over £500.

Work had started on BCCL becoming a Community Interest Company.

A service level agreement for Christmas Lighting between the Town Council and BCCL would be signed as agreed at the last meeting and an Indemnity Agreement would allow BCCL to store and use the lights currently stored by Christmas Plus.

The next meeting was at The Old Well on Tuesday 13 February. Prospective new members welcome.

BCCL was in the category for 'Best Community Engagement Project' in the Teesdale Business Awards on 15 February.

Resolved – That the information be noted.

64. SCAR TOP BANNER

Received – a report recommending a process for managing the approval and scheduling of banner advertisements throughout the year on the newly installed banner frame at the entrance to Scar Top.

The banner frame had been procured by DCC. The town council had taken responsibility for it as a structure, achieving planning permission to site the frame at the back of the seat feature at the head of the Scar Top access road (Minute 23/Sep/17 refers). The frame was due to be in place by 28 February 2018.

The frame would take a banner 2m wide by 1m tall. Each banner would be attached to the frame using cleated holes at the corners. The planning consent for the frame required that 'advertisements' were displayed only with the permission of the owner of the site. By agreement, the town council would fulfil this role. The frame and any banners attached to it must not 'endanger the public'. It was probably fair to suggest that any banners should not offend common dignity.

The Rotary Club had also previously expressed an interest in advertising its contribution to civic life and might be a suitable organisation to supplement any seasonal advertising. There was also an opportunity for the town council to promote its own events, the most obvious of which would be the annual 1940s Weekend in June, Remembrance Sunday and Christmas lights switch-on. Other voluntary and community groups might be interested in producing and displaying a banner, as well as more commercial providers.

Cllr Peat suggested that procuring a generic banner to advertise the mini golf service would be worth considering.

Resolved – (a) That a diary booking system be adopted to manage use of the banner frame on Scar Top, with an assumed maximum duration of four consecutive weeks (28 days) per booking;

(b) That priority be given to voluntary and community groups based in or centred upon Barnard Castle;

(c) That use of the banner frame be offered in the first instance to The Meet and the Castle Players;

(d) That access to the frame be free for voluntary and community groups; and

(e) That use of the frame by any commercial organisation be at an administrative charge of £50 per booking, on the same basis as the agreed fee for commercial use of the performance area in Woodleigh Grounds.