**Crewe Town Council**

**Marketing and Events Committee**

1 Chantry Court,

Forge Street,

Crewe,

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CW1 2DL

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**Minutes of the Meeting held on Tuesday 14th July 2020**

This meeting took place on the Zoom platform due to the Covid-19 restrictions. Members of the public were permitted to join the meeting on request.

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| ***Present*** | Councillors J. Cosby, Dunlop, Faddes and Jill Rhodes |
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|  | In attendance: Simona Garnero (Marketing and Events Officer), Edwina Rigby (Events Officer), Pete Turner (Town Clerk) |
| ***20/01/01*** | **To receive apologies for absence [[1]](#footnote-1)** |
|  | Apologies were received from Cllrs Messent and Morrissey. |
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| ***20/01/02*** | **To note declarations of Members’ interests** |
|  | No declarations of interest were raised. |
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| ***20/01/03*** | **Public Participation**  *A period not exceeding 15 minutes for members of the public to ask questions or submit comments.* |
|  | There were no questions or statements made. |
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| ***20/01/04*** | **To confirm and sign the minutes of the meeting held on 10th March 2020** |
|  | The Minutes of the previous meeting were agreed and signed as an accurate record. Cllr Jill Rhodes abstained from the vote. |
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| ***20/01/05*** | **To review the year to date financial position for the Marketing and Events Committee** |
|  | The Events Officer updated Members on the YTD financial position of the Committee.  Members ***noted*** the update. |
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| ***20/01/06*** | **To receive and consider an update from the Lumen Working Group with regards to Lumen 2020 and the overall Lumen Programme** |
|  | The Events Officer and the Chair of the M&E Committee briefed Members with regards to the Lumen Working Group and the overall Lumen Programme.  Members ***noted*** the update.  Members ***resolved*** to recommend to Full Council to consider the awarding of the Lumen delivery contract to Blackpool Council, as the successful assessed competitive tender, for delivery of the amended Covid-19 event format, at a contract value up to £52,000. |
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| ***20/01/07*** | **To receive and consider an update with regards to the Crewe Christmas Lights Scheme** |
|  | The Events Officer updated Members with regards to the Crewe Christmas Light Scheme.  Members ***noted*** the update.  Members ***agreed in principle*** to cover the labour and fixing costs to redeploy 7 catenaries and over-roads Christmas lights in different locations of the Town Centre. This is subject to a detailed quote from Blitz Fireworks and Events being circulated and discussed with Members during the next Marketing and Events Committee Meeting (8th September). |
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| ***20/01/08*** | **To receive and consider an update from the Events Officer on trAction** |
|  | The Events Officer updated Members on trAction.  Members ***noted*** the update.  Members ***resolved to*** recommend the Full Council to approve a £30,000 payment to Fleetwood Festival of Transport for the delivery of performing arts content, production crew, production support and evaluation by their SpareParts project team for TrAction 2021 within this financial year (2020/21 – TrAction Event budget cost centre). The payment will cover the whole delivery of the SpareParts content for TrAction 2021 with the exception of an extra £5000, conditional to programming choices to be agreed at a later date.  Members ***resolved to*** recommend to the Full Council that the 2020 unspent TrAction Event budget of £24,635, which includes the conditional £5000 payment to Fleetwood Festival of Transport for Spare Parts content, is committed to reserves to fund the delivery of the TrAction 2021 event. |
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| ***20/01/09*** | **To receive and consider an update from the Events Officer with regards to Remembrance Service 2020** |
|  | The Events Officer updated Members with regards to the Crewe Remembrance Service 2020.  Members ***noted*** the update. |
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| ***20/01/10*** | **To receive and consider an update from the Events Officer on the Crewe Events Programme 2020** |
|  | The Events Officer briefed Members on the Crewe Events Programme 2020.  Members ***noted*** the update.  Members ***resolved to*** recommend to the Community Plan Committee to discuss the delivery of a VJ Day commemoration event to mark the 75th anniversary of the surrender of Japan and the end of the Second World War.  The Events Officer briefed Members with regards to the Crewe FC Bubble Run event. The event – sponsored by Crewe Town Council – was due to happen in May 2020 but in line with the Covid-19 restrictions has been postponed to 2021. Members ***noted*** the update and ***resolved*** that the 2020 Crewe FC Bubble Run budget is committed to reserves to sponsor the 2021 event. |
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| ***20/01/11*** | **To receive and consider an update from the Events Officer with regards to the Creative Hub Proposal** |
|  | The Events Officer updated Members with regards to the Creative Hub Proposal.  Members ***noted*** the update.  Members ***resolved to*** support in principle the project and asked the Events Officer to investigate any financial implication to support community events in this area, in order to consider further the matter during the next Marketing and Events Committee meeting. |
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| ***20/01/12*** | **To receive and consider an update on Crewe Place Brand project** |
|  | The Marketing and Events Officer updated Members with regards to the Crewe Place Brand Project.  Members ***noted*** the update. |
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| ***20/01/13*** | **To receive and consider an update on the Town Square Booking** |
|  | The Events Officer updated Members with regards to projected loss of income from Town Square Bookings due to Covid-19, and the improved administrative system now in place.  Members ***noted*** the update. |
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| ***20/01/14*** | **To note the date of the next meeting - Tuesday 8th September 2020[[2]](#footnote-2)** |
|  | Members noted the date of the next Marketing and Events Committee meeting. |

1. Meeting started at 19.00 hrs [↑](#footnote-ref-1)
2. Meeting ends at 19.54hrs [↑](#footnote-ref-2)