

WIGTON TOWN COUNCIL

Town Clerk: Emma Ireton
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22 March 2023

Dear Councillors and Committee Members,

You are summoned to attend a meeting of the Events Committee on **Monday 27th March at 6:00 pm** at **Barton Laws**.

Please let me know if you are able to attend.

Yours sincerely,

E. Ireton

Emma Ireton
Clerk to the Council

Agenda

1. Apologies for Absence

To receive and accept apologies for absence

2. Declarations of Interest/Dispensations

Members are invited to declare "Disclosable Pecuniary Interests" and "Other Registerable Interests" and refer to "Dispensations" relating to any item on the agenda.

3. Actions from 6th March

To review actions from the previous meeting.

4. Events

3.1 To discuss requirements of the Taste of Wigton event to be held on the 22nd April 2023

3.2 To start preparing for the King's Coronation to be held on the 6th May 2023.

5. Sponsorship and Donations

To review event sponsorship and donations.

4. Date of next meeting - Monday 3rd April 2023

Actions from previous meeting

Actions	Person responsible	Outcome	Complete
Contact The Nelson Thomlinson School to provisionally book the car park for Saturday 22 nd April	Cllr Ferriby	Contacted Jim Scott, just need to know the times for gates to be open and shut.	
Confirm how many vendors will be present and who they are.	EI	Over 40 so far. Anna was going to confirm on the 27 th .	
Provide CS with all the dates of this and future events so CS can arrange for a leaflet to be created.	EI	Had in minutes/email	
Ask Royal Mail how much a leaflet drop would cost for the CA7 area.	EI	Not enough time to send out, needed notice and expensive. Annemarie has suggested printing large banners to display around town and councillors can hand deliver.	
Check with Allerdale if there will be any parking restrictions.	EI	Annemarie has checked and asked about free parking afterwards	
Contact all the local shops and cafes to make them aware of the event.	EI	Still to do	
CS to liaise with Dennis Graham to ask about a stage.	Cllr Scott		
CS to contact local acts including LOL and Dave, Donna, Blythey, King Street and the NTS band	Cllr Scott		
EI to invite the Scouts and Young Farmers as well as contacting all stall holders from the Christmas Event to supply food and drinks. The suggested fee is £30 per stall with all vendors needing to provide their own generators.	EI	Sent to vendors from Christmas	
CS to liaise with Slaters to have fairground rides.	Cllr Scott		
EI to look after all the administrative and legal requirements.	EI	Annemarie has started	

To liaise with SK regarding future events to see how we can support and share important information.	EI	Complete	
To contact local organisations to discuss sponsorship options.	EI		