



BISHOP AUCKLAND
TOWN TEAM

**BISHOP AUCKLAND TOWN TEAM
Town Team Events Sub-Group**

Thursday 5th July 2018

The Park Head County Hotel, New Coundon
Bishop Auckland

Meeting Minutes

Those present:

Alan Anderson, Clive Auld (Chair), Lee Brownson, Nigel Bryson, Gillian Campbell, Maureen Davison and Clare Davison.

1. Apologies

Apologies were received from Claire Gibbons, Peter Heslop and Karen Porter.

2. Minutes of the last meeting held on the 24th May 2018

The minutes were agreed and there were no matters arising.

3. 1940s Saturday 9th June: Review

Overall, the day went well and around 2,200 people came through the Market Place on the day.

- The acts were well received and Lee and Nigel were thanked for their organising efforts in supporting the day.
- We are still awaiting an invoice from the stage company.
- Some acts we would like to have seen were booked up. We need to try and get acts confirmed as soon as possible.
- We needed to book a date for next year now and it was agreed that we provisionally book Saturday the 8th June 2019.
- We should approach the Town Council for funding of the event, as part of a request for funding for events throughout 2019.
 - ↳ The request should be submitted for the Town Council meeting on the 11th September 2018.
 - ↳ It can be discussed at the 30th October Town Council Meeting; and
 - ↳ A decision could be taken at the 11th December Town Council meeting.

It was formally agreed that we hold the event again as part of our 2019 programme.

4. Classic Car Show (Brass): Sunday 15th July 2018

There was concern that the details of the day were needed for the design of a leaflet and we were running out of time.

- We agreed that would not have any food vendors at the Market Place.

- Agreement had been made with Jill Wood at County Durham and the organiser that the bus would be adjacent to No 42, at the bottom of Fore Bondgate.
- Lee would advertise the event through social media.
- It was anticipated that the leaflets would be available the week before the event and we should distribute these as soon as they were delivered.
- Those attending the event as stewards would meet from 8.00am.

5. Busker's Day: Saturday 7th July 2018

The event had been advertised although we had no confirmed acts at this point. We would have buskers at Theatre Corner; Newgate Centre entrance; Bondgate at the archway to the Newgate Centre and Market Place.

We would also put some England flags up in the Market Place.

6. New Car Show: Friday 24th August 2018

Interest was being expressed and it was agreed that Gillian and Alan would contact the dealers who had not replied yet and chase up their registration forms. Nigel reported that the SAG form had been submitted some weeks back.

7. Christmas Advent Window (Grant)

We needed to confirm that our grant output feedback form had been submitted. A meeting was arranged with David and Pam Pott to meet to discuss the 2018 Advent Windows initiative. Clive, Alan, Lee and Nigel were attending the meeting and will report back on progress to the next meeting.

8. Raffle

We discussed ways of fundraising and it was thought we needed a 'top prize' to help ticket sales in a raffle. Clive indicated he would approach Hays Travel for a substantial gift token. This could be identified as a lead prize in a raffle. We would print the tickets up and run the raffle over several weeks.

9. Any Other Business

We needed to ensure the gazebo had the proper sides and it could do with a clean over. We also agreed to locate the Town Team banners and Clive volunteered to look into this.

10. Date of next meeting

The date of the next meeting would be Thursday 19th July at 5.15pm in the Park Head Hotel.