



BISHOP AUCKLAND TOWN TEAM
Town Team Events Sub-Group

Thursday 27th February 2020 at 5:30pm

**The Park Head Country Hotel, New Coundon
Bishop Auckland**

Those Present

Clive Auld (Chairman), Alan Anderson, Rob Berry, Nick Brown, Lee Brownson, Nigel Bryson, Gillian Campbell, Maureen Davison and Liz Walton. Janet Strong, Manager at the Town Hall and Andy Tate had been invited to the meeting as guests.

1. Apologies

Claire Gibbons and Peter Heslop. No-one from the Fore Bondgate Traders was available for the meeting.

2. Janet Strong – Bishop Auckland Town Hall

Janet briefed the group about the progress being made on the Town Hall renovation and services that will be provided once it reopens on Monday the 6th April 2020. Prior to the opening, the Town Team will be invited to see the changes.

All the technical equipment in the main theatre room has been replaced with modern digital audio-visual systems. This means that the Town Hall will be showing new release films Tuesday to Thursday, with live shows on Fridays and Saturdays. This will limit the times the room is available for hire.

New seating has replaced the old ones and the audience capacities are:

- Banquet style: 180, 10 per table.
- Conference style: 150
- Cabaret style: 150

There would be an electronic box office which means that if we organise an event, the Town Hall staff may be able to assist in selling tickets.

There will be an exhibition area and discussions are ongoing about an exhibition of Norman Cornish's artwork. This may limit what other artwork can be displayed at any one time. However, the first of the gallery artworks will be featured around gladiators.

The café will be situated on the ground floor and some other rooms would be available for hire. We discussed the room hire charges and would review those when we were planning an event there.

Janet was thanked for her time and presenting an update on the Town Hall refurbishment: we all looked forward to the building being reopened.

3. Minutes of the Previous Meetings: Thursday 13th February 2020

The minutes were accepted as a true record of the proceedings.

4. Matters Arising

Actions from the previous meeting on the 13th February 2020 had been completed.

REF	ACTION	WHO?	WHEN
1	Invite Janet Strong to a future meeting	Alan	12:3:2020
2	Confirm banners advertising organisations	Alan/Clive	27:2:2020
3	Confirm Spectrum Roller Skaters: not available	Alan	27:2:2020
4	Approach Army for VE Day – 9 th May 2020	Clive	27:2:2020
5	Submit funding bid to Town Council	Nigel	18:2:2020
6	Raffle Prizes	All	27:2:2020

5. Andy Tate

Andy was from Spennymoor and had a proposal to have a pop-up crazy golf course, bar and other amenities in the Beale's building. Businesses may be able to have stalls to serve the visitors to the facilities and provide other activities around which to have a community activity centre.

He had spoken to the owner, who was keen to see a local development. Andy discussed the background and other projects that he'd been involved with. If successful, the model could be used in other Towns.

Various views were aired and – while there was support for the project in principle – there were some things that needed to be checked out. First there was concern about the state of the interiors of the building. As the building is on the Heritage Action Zone list to bring back into public use, Nigel agreed to contact the HAZ Project Manager, Annalisa Ward to identify the condition of the building.

Second we would need to determine what the position would be regarding insurance. It was agreed that we would check these two points out and if Andy could clarify his proposal and confirm the agreement of the building owner, we could review the proposal at our next meeting, on Thursday 12 March 2020.

Clive thanked Andy for his time and the idea he had brought to the Town Team.

6. Events Booklet 2020: Lee reported that the booklet was at the printers and its publication was imminent. Once available, we should circulate the booklets to targeted outlets and promote it on Social Media.

7. Banners in Newgate Street 2020: Alan would be confirming with the advertisers that had 2019 adverts, if they want to renew their commitment for this year. We know at least two have dropped out. Where advertisers were not renewing for 2020, we would seek alternative advertisers and seek to put temporary attachments to the existing banners. This would depend on costs, as the banners will be replaced again for 2021.

Lee had approached Auckland Project to see if they would sponsor the banners for 2021. However, they felt that it would appear as though they are 'taking over the Town' so we would need to find another sponsor. We would also need to consider a new design.

8. Easter Eggstravaganza - Saturday 11th April:

A discussion took place about what we needed to organise for the Easter Eggstravaganza event. The following was agreed:

- We would run a Tombola and members of the group should seek prizes.
- The 'Eggs in the Nest' hunt would be run again and we needed the 12 shops identified and cards printed, once the shops were known.
- Clues for an egg/rabbit hunt should be drawn up so that it takes people around the Town. 6 would be needed that would lead to the next one or you could deduce the location from a single clue itself.
- We would retain the Face painter, as she is always popular with the children.
- Gillian has a video feature that can capture people in action against a green background. When linked to a television, it can show them being chased by dinosaurs, in a shoot out etc. It was agreed that we check out the practicalities with a view to hold it as a feature of the Eggstravaganza. We might be able to sell the videos.

9. VE Day: Saturday 9th May 2020

Most organisation is in place but a venue for the concert is still outstanding. After a wide discussion, it was agreed that:

- Rob will confirm with the band that we are going ahead and will confirm the venue later.
- The McIntyre's Shop should be our first choice, if it was available. Clive is in discussion with the owner and will confirm as soon as possible.
- Lee has discussion with Liz Fisher if the ex-Home Bargains shop could be used. Liz will review the practicalities and get back to us. If available, it should be our second option.

In either venue, catering for food and a pop up bar – licensed – will be needed. At our next meeting we should confirm what is in place and the remaining items that need to be actioned.

10. Advent Windows 2020

Nigel briefed the Group about a recent meeting of the Advent Windows Working Group. The following were the key points:

- The event had been well received and in a survey of those taking part, they had all thought it had been good.
- The artist, Laura Brenchley, received lots of praises for her interaction with the children.
- David Pott had submitted a summary of the proceedings to Northern Heartlands and it highlighted a very successful event.
- This year, David and Pam would not be able to management the event and it had been agreed that Jane Crawford from Daisy Arts would be the paid Project Manager.
- In principle it had been agreed to take a Christmas tradition, holly, mistletoe, etc and research how it came about. This information could then be used as a base for a window decoration.
- The Town Team would need to identify and apply for a grant to fund the event.

11. Finance

We still needed to raise £1,000.00 to get our balance in 'equilibrium'. Money from the banner advertising will cover this.

12. Any Other Business

Passion Play: Gillian asked who would be able to act as Stewards at the Passion Play on Good Friday – 10th April 2020 – and noted those who could. These would be forwarded to the organisers. Nigel said that prior to the Play, a briefing session would be given to the Stewards about dealing with the crowds: it is anticipated that up to 5,000 people will attend the Play, in two sessions.

13. Date of next meetings

5.30pm on Thursday 12th March 2020, Park Head Hotel.

ACTIONS FROM THE MEETING: 27th FEBRUARY 2020

REF	ACTION	WHO?	WHEN
1	Approach Army for VE Day – 9 th May 2020	Clive	27:2:2020
2	Nigel contact Annalisa Ward regarding Beale's	Nigel	12:3:2020
3	Video action initiative	Gillian/Nigel	12:3:2020
4	Project Rabbit Hunt – set of 6 clues needed	All	12:3:2020
5	Book Face painter for Easter	Alan	12:3:2020

2nd March 2020