



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

Thursday 4<sup>th</sup> July 2019 at 5.30pm

The Park Head County Hotel, New Coundon  
Bishop Auckland

**Present:** Alan Anderson, Clive Auld (Chair), Rob Berry, Lee Brownson, Nigel Bryson, Gillian Campbell, Maureen Davison and Liz Walton

**Apologies:** Clare Davison, Claire Gibbons, Nick Brown, Peter Heslop, Hazel Kennedy, Callum Howard, Dave Wilson

**Attendees:** Peter Elliott, Eileen Harrop

**1. Minutes of last meeting held on 13<sup>th</sup> June 2019**

To follow

**2. Vintage Bus Show;**

Clive Auld expressed thanks to Peter Elliott on behalf of the Town Team for providing a vintage bus for the 1940s day.

Peter Elliott confirmed that the planned vintage bus event had been advertised nationally and interest was high, with more than 20 entries to date. It was noted that the buses would be located in the Market Place and North Bondgate Car Park, and these would remain static for the day. Two additional buses would be *'in service'*, taking passengers on a route around the town every 30 minutes for a donation.

Peter Elliott confirmed that he would be checking insurance arrangements for all participants and the heaviest bus would be 12 – 15 tonnes, with 7 – 8 tonnes being more common.

Peter also confirmed that he would be providing parking attendants, with yellow jackets, and would appreciate some help from Town Team volunteers with parking. Buses and volunteers would begin arriving from 8am.

Eileen Harrop suggested that Town Team volunteers contacted local businesses and the vicar at St Anne's Church to let them know about the event.

It was agreed that the Town Team would pay for plaques for each of the buses that attended, at an anticipated cost of £150, and a site visit would take place at a date to be confirmed.

**3. Classic Car Show;**

Lee Brownson confirmed that he and Callum had visited the Classic Car event in Durham earlier in the week, to speak to the organisers and promote our event. There had been a lot of interest and commitment, but attendance was likely to be influenced by the weather. There would be space for 40 vehicles, and the event has been advertised as booking essential – any remaining spaces would be allocated on a first come, first served basis.

The double marquee would be located outside of the Champagne Bar, with access to power. No. 42 would be open, so seating could be borrowed from the Town Hall on Saturday and stored overnight.

#### **4. New Car Show;**

Gillian to provide Nigel and Clive with a list of garages to approach for the New Car Show.

All team members asked to bring suggestions for enhancing the day to the next meeting.

#### **5. Buskers Day;**

Lee reported that 12 buskers had expressed an interest in attending the event, and there was a discussion about potential locations.

Six volunteers were available on the day – to meet at 9.30am in the Market Place.

#### **6. Advent Windows**

Gillian reported that initial feedback from the AAP about the application for funding was positive, and there was some support for the project. Alan confirmed that he had answered some clarifying questions from Northern Heartlands about the funding application submitted, and we may hear whether the application was successful by the end of July.

In the meantime, it was agreed that the proposed project costs would be firmed up and alternative sources of funding would also be identified as a contingency.

#### **7. Communications**

Lee reported that he was developing a general agreement for event attendees to clarify liabilities if an event was cancelled, because of weather etc.

Alan confirmed that the final financial outturn of the 1940s event was still unknown, as a number of supplier invoices were still to be received.

#### **8. Any Other Business;**

Eileen Harrop presented a summary of the Passion Play Event being organized by the Bishop Auckland Group of Churches. The Passion Play was to be performed in 6 cities and 2 towns across the UK on Good Friday (10<sup>th</sup> April) 2020, with Bishop Auckland being the only participating town in the North East.

As the Group were unfamiliar with organizing large public events of this nature, BATT Events Team were asked if they could help with safety arrangements, staging and communications.

Nigel offered to help with completing the SAG forms for Durham County Council, and Gillian offered additional help from Bishop FM for the marketing and communications.

#### **9. Date and Time of Next Meeting**

5.30pm on Wednesday 17<sup>th</sup> July 2019 at the Park Head Hotel