



BISHOP AUCKLAND
TOWN TEAM

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

Wednesday 17th July 2019 at 5.30pm

The Park Head County Hotel, New Coundon
Bishop Auckland

Meeting Minutes

Present: Alan Anderson, Clive Auld (Chair), Nick Brown, Lee Brownson, Nigel Bryson, Maureen Davison and Liz Walton.

1. Apologies

Clare Davison, Claire Gibbons, Peter Heslop

2. Minutes of the last meeting

To be taken at the next meeting.

3. Buskers Day

Overall, the event went well.

Five artists turned up to busk for the day and were located at various places throughout the town. There was a request to move buskers from Bondgate, and we would need to consider whether we use this spot again. Buskers in the bus station also reported not receiving any passing trade. It was noted that a rotation would be a better solution for next year.

Nick confirmed he was reviewing the event attendee agreements and it was agreed that it would be appropriate to ask people what they were doing at all events and what equipment they would have with them.

4. Vintage and Classic Car Show

The event went well, with a steady rate of attendance, after a slow start to the day. It was noted that there were some issues with the organisers, who have confirmed that they are keen to work with us again next year. However, neither of the two organisers turned up on the day.

There were some questions about whether the event had generated additional business for the local retailers as it was taking place on a Sunday. It was confirmed that several retailers had reported they had been significantly busier than on recent Sundays.

It was agreed that where the team is relying upon a third party organiser, we need to confirm arrangements with them to ensure we have a back-up plan.

It was noted that Dan Barnett, a local photographer, had taken some fabulous photographs. He had approached the town team about working with us in future to photograph our events. It was agreed that Lee would contact him to confirm we would like him to work with us.

5. Buses Through the Ages

It was noted that the organisers had asked for a site visit – to suggest Friday 19th July at 4pm – and the Purple Bus would also be attending.

Lee and Callum would be providing music for the events and a gazebo would be required.

6. New Car Show

Clive and Nigel had visited 8 garages in Stockton, and all had asked for further information, and were planning to go to Durham the following day.

Gillian confirmed that she was in conversation with Fred Henderson (MG & SangYong) and Pulman (VW, Skoda & Seat).

Alan confirmed that he was in conversation with SG Petch (Mazda & Nissan)

To date, no dealerships had been confirmed and a cut-off would be applied of 5pm Monday 22nd July. If there was no more than 4 dealerships signed up, the event would be cancelled.

7. Advent Windows

Alan reported that he'd met with David Pott to discuss the advent windows, and we were waiting for information about the grant application submitted to Northern Heartlands.

Nick raised a question about the event and whether it had been approved, and Nigel confirmed the nature of the event and the discussions that had taken place around the approval of the event. It was agreed that information would be circulated to all volunteers to make sure they were fully aware of the project proposal and the current status.

8. Communications

A meeting was needed to hand over the communications tool that Nick had developed.

Nigel to suggest a meeting date and venue to discuss the approach with Town Ambassadors, as well as the Town Team.

Lee suggested that Callum be provided with access to social media, to help promote events and activities.

Gillian explained that the Media Trust had issued guidelines on marketing and communications, and it was agreed that this would be shared with Lee and Callum.

9. Finance

Alan provided an update to the financial position with reference to the cancelled 1940s day, and it was noted that there were a number of outstanding invoices that were needed before the claim could be submitted to Bishop Auckland Town Council for reimbursement.

It was agreed that the stage provider would be paid £200 for the hire of the stage, and the Cre8tive Graphics invoice for £100 would be paid from existing funds.

10. Any Other Business

Rob asked when Bishop Celebrates Together would be discussed, and it was agreed that the next meeting would focus on this event.

Lee asked for help with bringing Bishop the Boar out at the Food Market on Thursday 18th July from 4pm onwards.

Nick asked for clarification about 'organisation details' for the Trader Agreement.

Nick suggested a new event, inviting musicians to a flash mob to play the same song for Bishop Celebrates Together.

11. Date and time of next meeting

5.30pm on Thursday 24th July, 2019 at Park Head Hotel.