



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

**Thursday 13<sup>th</sup> February 2020 at 5:30pm**

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

**Those Present**

Clive Auld (Chairman), Alan Anderson, Nigel Bryson and Maureen Davison.

**1. Apologies**

Rob Berry, Nick Brown, Lee Brownson, Gillian Campbell, Clare Davison, Claire Gibbons and Liz Walton. Apologies were received from Wayne and Joanne Furnell from the Fore Bondgate Traders.

**2. Minutes of the Previous Meetings: 16<sup>th</sup> and 30<sup>th</sup> January 2020**

Both sets of minutes were accepted as a true record of the proceedings.

**3. Matters Arising**

Actions from the previous meeting on the 30<sup>th</sup> January 2020 had been completed.

REF	ACTION	WHO?	WHEN
1	Finalise adverts for the Merry Monk	Lee	✓
2	Editorial on Santa Saturdays and Advent Windows	Lee	✓
3	2020 Programme at the printers	Lee	✓
4	Banner Advertising renewal - ongoing	Alan	✓
5	Spice Lounge Date: 16 <sup>th</sup> November 2020	Nigel	✓
6	New banner design – Auckland Project	Lee	ongoing
7	Direct approach to businesses for donations	Clive	ongoing
8	Merry Monk – business contact event: date TBC	Lee	13:2:2020
9	Raffle Prizes	All	3:2020
10	Town Hall – preferential rate?	Alan	✓

11	Identify the registration requirements for Easy Funding	Gillian	✓
12	It's A Knockout – Armed Forces Day: too costly	Gillian	✓
13	Lindy Jazz – VE Day: not available	Nigel	✓

Clive had approached Wayne – owner of McIntyres – and he will get back to us about using the shop for a concert on VE Day.

The Town Hall would be having a pre-opening event on Saturday 4<sup>th</sup> April 2020 and we would be invited. Whilst preferential rates are unlikely, we could ask when considering individual events. It was agreed that we should invite Janet Strong, the Town Hall manager, to a future meeting before the Town Hall opens. It may be possible to hold events, particularly for children, on the ground floor, as well as the main hall.

When the Town Hall re-opens, there will only be limited opportunity to hire rooms due to the expansion of events they are planned in the Town Hall. It looks as though only Mondays and Friday afternoons will be available.

#### 4. Banners

The banners had all been cleaned and were ready to be hung. Alan had already approached some potential advertisers but there were several remaining. Whilst two from last year were not requiring a banner, these had been covered by the Newcastle Building Society and our own, which was not used last year.

Depending on the number of advertisers who renew their advert, we could either leave the banner off or use a replacement cover to fix over the existing advert, depending on cost.

This is the final year for the Kynren design and Lee is already in discussion with Auckland Projects to seek their sponsorship on the new banners for 2021.

5. **Easter Eggstravaganza - Saturday 11<sup>th</sup> April:** It was proposed that Spectrum Roller Skaters be approached to see if they could perform at the Newgate Centre on the day. They would require the whole of the central area and we would need to discuss with David Wilson the location of any stalls/tables used on the day.

We would run a tombola on the day to raise funds.

#### 6. VE Day

Most of the acts are in place. Gillian had followed up the inquiry about booking the 'It's a Knockout' organisation. However, the terms of hiring them were not practical for us, so we will not be using them on this occasion.

It was agreed that we approach the local Army commander to see if they could provide a field kitchen and whether they could be involved in the programme.

#### 7. Finance

The Group discussed the fundraising efforts needed for this year. We had already dipped into the £9,000.00 Portas money and had £8,000.00 in our account. Over the next three years we need to use the £9,000.00 to fund the free WiFi system.

**Spice Lounge – Monday 16<sup>th</sup> November 2020:** Following the discussions on fundraising at the previous meeting, a Quiz Night had been booked at the Spice Lounge for Monday 16<sup>th</sup> November 2020.

**Town Council Fund Application:** Nigel and Clive had raised the issue at the Town Council meeting on the 21<sup>st</sup> January 2020 and said we would be applying for a grant at the Finance Committee on Tuesday 25<sup>th</sup> February. Nigel would prepare the application document for Tuesday 18<sup>th</sup> February 2020.

**Town Team Raffle:** We still need to secure about three top line prizes to run a Town Team Raffle between our Easter event – Saturday 11<sup>th</sup> April – and the Bishop Celebrates Together event, on Saturday 26<sup>th</sup> September 2020.

Alan reminded the Group that the Scotto funding bid for the VE Day would be considered in March 2020.

**8. Any Other Business**

There were no further items discussed.

**9. Date of next meetings**

5.30pm on Thursday 27<sup>th</sup> February 2020, Park Head Hotel.

**ACTIONS FROM THE MEETING: 13<sup>th</sup> FEBRUARY 2020**

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 for 11:4:2020	Alan	27:2:2020
4	Approach Army for VE Day – 9 <sup>th</sup> May 2020	Clive	27:2:2020
5	Submit funding bid to Town Council	Nigel	18:2:2020
6	Raffle Prizes	All	27:2:2020

15<sup>th</sup> February 2020