



Skipton Town Council

18/20

Events and Tourism Committee Thursday 4 October 2018 at 6.30 pm

Present: Cllrs: J Kerr (Chairman), A Barrett, C Clark, P Madeley, A Rankine and A Hickman

Officers: Kerry Wheelwright (Events and Tourism Manager), Judy Probst (Tourism and Community Liaison Officer) and Jenny Dean (Administration Assistant).

1. To accept representations from the Public between 6.30 pm and 6.45 pm.

None

2. To accept apologies for absence.

Apologies were accepted from Cllr K McIntyre (ill health)

3. To record declarations of pecuniary and non-pecuniary interests in items on the agenda.

None

4. To consider the recommendations of the Chief Officer relating to requests for dispensations to Members on items requiring a declaration of pecuniary and non-pecuniary interests.

None

5. To approve the minutes from the previous meeting held on 12 July 2018.

It was **RESOLVED** to accept the minutes from the Events and Tourism Committee meeting held on the 12 July 2018 as a true and accurate record of what transpired at that meeting.

6. To report and receive information arising from the minutes of items not on the agenda from Members and the Chief Officer.

Budget- It was noted that Members require a comprehensive understanding of the Events and Tourism budget, including how the budget has been allocated in previous years. Following discussion, it was agreed that the Events and Tourism Manager will liaise with the Finance Manager and Chief Officer to provide detail on how the budget has been allocated previously and with forthcoming budget proposals.

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Chairman:

Bank Holiday Monday- It was **NOTED** that both Members and Traders at the Market Committee supported plans in principle to close the High Street to traffic on Bank Holiday Mondays, dependant on the outcomes of investigations required. Members agreed that one Officer should take the lead on these plans. The Events and Tourism Manager to liaise with the Market Manager on what actions are required to be undertaken.

Traffic Management Training- Eight staff have now been trained.

Casual Staff- Job Adverts and Descriptions are ready for approval by the Chief Officer.

7. To note and consider forthcoming events falling within the Town Council's remit.

Members **NOTED** events due to take place in the town centre before Christmas. These included the Remembrance Sunday Parade and Beacon of Light, Christmas Light Switch on and Christmas Markets.

Members **NOTED** that the Events and Tourism Manager has organised a much larger event for the Christmas Light Switch on this year, which could potentially generate positive press interest.

Members **NOTED** staff attendance at the Group Travel Show, and requested details on the budget allocated to this event.

8. To consider the public use of the Council Chamber.

Members **NOTED** that outside expertise was required to ascertain the most appropriate use of the Council Chamber. The timing of the Town Hall renovations would also impact on when facilities would be available. Any investment in the Chamber needs to be effective and appropriate.

Members **AGREED** that the Events and Tourism Manager would need to lead the work on this but would require the input of the Estates Manager.

Members **AGREED** that the use of the Council Chamber should be a standing item on the agenda of this committee, and that Members attending the next Leadership Group Briefing would raise with the Chief Officer.

9. To receive any updates from the Events and Tourism Manager.

Members **NOTED** the Events and Tourism Manager's oral report, including work being undertaken to get young people more involved in events.

The Events and Tourism Manager updated Members on nominations the Council and the Tourism and Community Liaison Officer have received for the Stray FM Skipton and Beyond Awards.

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Chairman to liaise with the Events and Tourism Manager to set a date for a review meeting to look at Sheep Day, and to schedule meetings in the new year to review the Christmas events.

10. To receive notification of matters that members would like including on a future agenda.

Chairman:

Budget and cycle events at the next meeting.

Town Twinning and Tourism/Visit Skipton for a future meeting.

The meeting closed at 8:19pm

Chairman:

Signature:

Date: