

**HESSLE TOWN COUNCIL**  
**Events and Communications Committee**  
**Wednesday 6<sup>th</sup> October 2021, 7.30pm**  
**Large Front Room**  
**Town Hall, South Lane, Hessle**

**Minutes**

Members present: Councillors; P Davison, G Fordham (Vice-Chair), V Padden (Chair),  
Advisory Members (Non-voting) present: K Weaver (Hessle First) and P Withers  
Also present: M Edwards (Hessle Federation)  
Apologies received from: Cllrs Adams, Howe and Walker and K Jenkins.  
Clerk: Joanna Render

**133344 DECLARATIONS OF INTEREST:** The Chairman will now read out the following:-

*Members must declare their pecuniary or non-pecuniary interests in items at this meeting-  
other than personal and prejudicial interests – and ensure that they act appropriately.*

None received.

**133345 MINUTES OF THE PREVIOUS MEETING:** To confirm as a correct record the minutes of the meeting held on the 1<sup>st</sup> September 2021 and authorise the Chairman to sign.

(Davison/Fordham)

**Resolved** – the minutes from the meeting of the 1<sup>st</sup> September 2021 were confirmed as a correct record and the Chair was authorised to sign them.

**133346 CHAIRMAN'S COMMUNICATIONS:** To receive such communications as the Chairman may wish to put before the committee.

None received

**133347 INCOME & EXPENDITURE:** To note the Income and Expenditure as at the 31<sup>st</sup> August 2021. (Fordham/Padden)

**Resolved** The Income and Expenditure to 31<sup>st</sup> August 2021 was noted.

**133348 UP TO DATE LIST OF EVENTS AT THE TOWN HALL:** See list for events in 2021 & 2022. These will be subject to COVID-19 guidelines at the time.

(Padden/Davison)

**Resolved-** the list of Town Hall events was noted.

**133349 EVENTS**

- a) **Older People's Partnership Event– 29<sup>th</sup> September 2021** (Non-Town Council event) – Clerk / Cllr Padden to provide any feedback on how the event went. The event was well attended by groups, but sadly not very well attended by the public. Noted.
- b) **Halloween Scarecrow Trail – 25<sup>th</sup> – 31<sup>st</sup> October 2021** – Cllr Langdale to provide an update on the arrangements so far. Cllr Langdale was not at the meeting and there was no update. Noted.
- c) **Poppy Display November 2021** – Clerk to provide an update. The clerk advised that she was still receiving poppies and that she had started fixing them to the netting. It is hoped the display will go up on the 1<sup>st</sup> November.
- d) **Christmas Lights 2021 – Friday 26<sup>th</sup> November 2021** – to receive any updates from the Clerk. The Clerk advised the following

The new lighting has arrived, 3 food stalls booked into the Square, the cake room has been approached with regards donating a cake, road closure forms have been submitted to ERYC, marshalling, stage and First Aid have all been booked, quotes for TM have been requested, Paul Warren will be checking the stalls in a few weeks to ensure all in good order. She is having a meeting with Christine Brant to discuss the event and the market on the Weir. Update noted.

- i. Committee to consider the quote of £800 for 2 x 45-minute performances by the Winter Wonderland Birds from Apus Productions Ltd. A short video and more photos of the birds can be found on the Apus website Productions Ltd. The Committee discussed this quote and agreed to accept for the event.  
(Padden/Fordham)  
**Resolved** – To accept the quote of £800 for the provision of 2 x Winter Wonderland Birds for the Christmas Lights Switch-on event.
- ii. Committee to consider the email from Natalie Ireland regarding attendance at the Christmas Lights event .  
(Padden/Fordham)  
**Resolved** – To allow Natalie Ireland to attend the event to raise money for her chosen charity. To ask Natalie if she would consider performing on the stage at the event.
- iii. Committee to consider the impact of Covid on the event – e.g., reduction in stall numbers, rides. The committee discussed this and agreed that the event should go ahead as in previous years – but that visitors should be reminded of the importance of social distancing, recommend taking a LFT before attending the event. All stall / ride holders to be asked to clean down surfaces regularly and provide hand sanitiser.  
(Padden/Fordham)  
**Resolved** - that the event go ahead as in previous years, but with Covid reminders on the posters – social distancing, take a LFT before attending, continue to wear a face covering, and that all stall and ride holders be asked to wipe down regularly and provide hand sanitiser.
- iv. Committee to consider if they wish to have rides at the event. Dealt with under above item.
- v. Committee to receive any updates from Michelle Edwards regarding the school involvement. Michelle advised that there will be the normal choirs as well as a school staff choir. There will also be one or two singers. She is more than happy to prepare the schedule of performers as in previous years. Update noted.
- vi. Committee to receive updates from the Clerk regarding the market on The Weir. The Clerk advised that she is meeting with Christine Brant later in the week to discuss the market. Update noted.
- vii. Committee to consider a replacement Father Christmas – clerk to provide an update. The Clerk advised that sadly the usual father Christmas would not be able to attend this year's event. A discussion took place, and it was thought that Hesse Theatre Company may be able to provide pantomime cast members in costume to hand out any sweets, if an alternative Father Christmas could not be found. Clerk to make enquiries.

- viii. Committee to consider if they charge businesses who have stalls on the evening. Clerk to speak to this item. The Clerk advised that in past years some of the businesses have had stalls along Prestongate but have not contributed financially to the event. This was discussed and it was felt that the Chair and Vice Chair of the Council should speak to these businesses prior to the event. The clerk advised that she does have a letter, which they could take with them.  
(Padden/Fordham)

**Resolved** – that the Chair and Vice Chair of the Council be asked to deliver letters to businesses who have stalls outside their premises requesting a contribution towards the event.

**e) Platinum Jubilee Celebration – Flotilla & Beacon Lighting (9.15pm) – 2<sup>nd</sup> June 2022**

- i. To receive an update from the Flotilla working party (Phil Withers and Cllr Fordham) following the meeting with ERYC and Hull CC. Also+ see notes. Phil Withers provided an update the Yorkshire Belle will be attending and has been funded by the company he works for. HMS Pickle may be able to attend but they have asked for a contribution towards the fuel costs. This was discussed and it perhaps something that sponsorship monies can pay for. HMS Waverley are unable to attend due to other commitments and costs involved. The Humberside Police Marine and Underwater Search unit are bringing 5 x boats, and the Maritime Volunteer Service. Still in discussion with the Humber Bridge Board with regards to how they can get involved. Update noted.
- ii. Committee to discuss and make a decision on the following ‘To define the role and involvement of Hessle Town Council regarding the organising of the Queen’s Jubilee Celebration Flotilla’. Cllr Fordham to speak further on this item. Cllr Fordham raised concerns that at a meeting of the Working party, held virtually decisions were being made which were outside of the remit of the working party and which should have been referred to the committee. He was unable to attend the full meeting due to technical issues and as a result, no official member of the Town Council was in attendance at the meeting. He believed that decisions on spend were being taken without going through the proper procedure, and monies are not yet available. A discussion took place, and it was decided that the Chair of this committee and the Finance and Personnel committee should be asked to join the working party to allow time sensitive decisions on spending to be made and then the decisions be ratified at the next committee meeting. A discussion was also held with regards to £20K allocated funding from Hull CC and East riding of Yorkshire Council through VHEY, it is understood that this money has been ringfenced for this event and is available. The decision was made to contact VHEY and request that some of the funds are passed over to the Town Council.  
(Padden/Fordham)

**Resolved** - Cllr Padden as Chair of the Events & Communications committee will join the Working party for the event and the Chair of Finance & Personnel, Cllr Bob Carroll will also be asked to join the working party. This will allow time sensitive decisions to be made and then ratified at the next committee meeting.

(Padden/Davison)

**Resolved** – That a letter be sent to both Hull CC and East Riding CC through VHEY requesting that part of the £20K that has been committed be passed to the Town Council.

- iii. Committee to note that the Clerk has accepted the quote from Fantastic Fireworks. Noted.
- iv. Committee to consider if they wish to consider a press release at this stage. Phil Withers has been speaking with Phil Ascough from Ascough Associates Media and Public relations about the press release. He explained that this was an area that was not done particularly well at the last Jubilee/ Flotilla event, and it does need a professional if it is to be done well. He advised that there are not many companies in the area that would do it and all would be of higher cost. Phil Ascough has worked with public sector before on events and does appreciate the financial constraints of councils. The clerk has obtained costings from him – generally £250.00 per day, which would equate to 2 or 3 press releases. This is a reduced rate on his normal fee of £500.

(Padden/Fordham)

**Resolved** - The committee agreed to accept the quote of £250.00 per day from Phil Ascough of Ascough Associates Media & Public Relations to undertake the PR/Media requirements for the Platinum Jubilee Celebrations, and that the decision be ratified by the Finance and Personnel Committee.

- v. Committee to agree the Working Party for the ‘gala’ part of the event. Cllrs Padden and Davison agreed to join Cllr Fordham and Phil Withers on the working party for the gala. Michelle Edwards advised that she is more than happy to assist with any administration duties for the working party.

(Padden/Fordham)

**Resolved** – That Councillors Davison and Padden join the working party Michelle Edwards is happy to provide administrative support to the working party.

- f) **Humber Bridge Soapbox Derby – July 2022** – Clerk to provide any updates. The Clerk advised that she had no updates. Noted.

- g) **Hessle Sporting – Sponsored Walk and Gala Event, KGV Playing Field - 21<sup>st</sup> August 2022** (Non-Town Council event)

- i. Cllr Walker to provide any update  
Cllr Walker was not able to attend the meeting, therefore no update available on this event. Noted.

**133350 HESSLE MARKET** – Clerk & Council Padden to provide any update. The Clerk advised that she had not heard from the lady about the market. Cllr Padden will chase her up.

(Padden/Davison)

Resolved – Cllr Padden will contact the market lady again.

**The communications meeting will now commence. Advisory members are welcome to stay if they wish**

**133351 INCOME AND EXPENDITURE:** To note the Income and Expenditure relating to the Newsletter, Website and Noticeboards at as 31<sup>st</sup> August 2021.

(Padden/Davison)

**Resolved** - the Income and Expenditure to 31<sup>st</sup> August 2021 was noted.

**133352 NOTICEBOARDS** – No issues to report. Noted.

**133353 'TIMETABLE FOR 'HESSLE TOWN' – ISSUE 108** – January 2022 – Committee to note the following

- To printers early December
- To delivery company by finish for Christmas (21/12/21)
- Delivered during January

(Padden/Fordham)

**Resolved** - Timetable for the next newsletter was noted.

**133354 'ISSUE 108 – ITEMS FOR CONSIDERATION – Committee to consider items for inclusion.**

- a. Christmas lights Photos
- b. Council Updates
- c. Hudson Advert (full page)
- d. Crawshaws advert ½ page
- e. Stroke rehabilitation advert ¼ page

The clerk advised that any items for inclusion should be forwarded by the end of November. She will email all Chairs of Committees and working parties for updates on projects from the committees.

(Fordham/Padden)

**Resolved** – All items for inclusion in the next edition of the Town Council newsletter should be with the Clerk by the 30<sup>th</sup> November. The Clerk will email all Chairs of the Committees and working parties for updates on current projects.

**133355 TOWN COUNCIL WEBSITE** – Committee to note that the latest quarterly website scan revealed only 1 error and 11 alerts. All of which have been resolved. Update noted.