

STRATFORD-UPON-AVON TOWN COUNCIL

CIVIC HERITAGE AND EVENTS COMMITTEE

23 January 2024

Meeting commenced: 6.30pm Meeting ended: 8.00pm

Minutes

Present:

Councillors:

Cleeve	Petrovic
Harding	Rashwan
Hunter	
McNaught-Barrow	Mayor Rolfe

Clerk: Civic Officer
The Town Clerk was also in attendance.

Press: None

Public: None

27 Apologies

Apologies were received from Councillors Duck and Vos.

28 Declarations of Interest

Councillor Rolfe declared an interest in Agenda item 9.4 Christmas Lights. Councillor Cleeve declared an interest in Agenda Item 9.6 Volunteers Reception.

29 To receive written requests for dispensation for disclosable pecuniary interests

None were received.

30 To grant any requests for dispensation as appropriate

None were received.

31 Public Participation

None present.

32 To approve the draft Minutes of the Civic Heritage and Events Meeting held on 7 November 2023

It was Proposed, Seconded and

RESOLVED: That the draft Minutes of the Civic Heritage and Events Committee held on 7 November 2023, be approved as a correct record.

33 To approve the draft notes of the Website, Social-Media and Newsletter sub-group held on 5 December 2023 and draft open Minutes of the Market Forum held on 5 September 2023

It was Proposed, Seconded and

RESOLVED: That the draft open Minutes of the Market Forum held on 5 September and 7 November 2023, and the Website, Social Media and Newsletter sub-group held on 5 December 2023, be approved as a correct record.

34 Town Clerks Open Report

34.1 Commemorating the 80th Anniversary of the D-Day Landings

Although anniversary beacons were in Monument Field on the Welcombe Hills in 2012, 2016, 2018 and 2022, it had not yet been confirmed whether access to the site via the private drive would again be granted for the proposed beacon lighting on 6 June 2024. Therefore, as there was uncertainty as to whether this would be forthcoming, it was:

Proposed, Seconded and

RESOLVED: That the commemoration for the 80th Anniversary of the D-Day Landings, and the lighting of the Stratford-upon-Avon beacon, be held in the Garden of Remembrance on Thursday 6 June 2024, using a gas fuelled beacon. The beacon will be updated with the dates 1944-2024 to reflect the 80th anniversary.

It was further Proposed, Seconded and

RESOLVED: To incorporate to following activities into the Programme for the commemoration.

- D-Day Proclamation
- Poem for Schools
- International Tribute

34.2 Remembrance Weekend Concert

Following a brief discussion, it was Proposed, Seconded and

RESOLVED: To approve the proposal for the remembrance Weekend Concert, noting that any profits, after expenses, would be sent to Royal British Legion Poppy Appeal.

It was further Proposed, Seconded and

RESOLVED: To afford free use of the Town Hall for this event.

34.3 Shakespeare Schools Week

It was noted that the visit to the Town Hall was scheduled for Tuesday 19 March 2024, and more details will be distributed nearer the time.

34.4 Christmas Lights Switch-On

Until the Stratford-upon-Avon Business District (BID) ballot had taken place, it was unclear whether there was additional funding to support this. The BID election booklet specifically mentions supporting the Christmas Lights Switch-On with funding. Discussion, took place on the options available and it was noted that the Switch-On to remain on a Saturday, although any thought to move it back to a Thursday may require a contractual change to the Market contract. Moving the event to a Thursday at the Town Hall may not now be possible due to the much larger crowds, however the Committee would be happy to discuss holding it on a later date if it stays on a Saturday.

34.5 Shakespeare Birthday Celebrations - 20 April 2024

The Task and Finish Group had met and notes from the meeting would be distributed to Councillors in due course.

34.6 Volunteers Invitation List

Councillors would email through any additional names, although following a request from Councillor Cleeve, Warwickshire Search and Rescue and Welcombe Radio would both be included on the current list.

34.7 Frequency of Meetings

After a brief discussion on the timings of meetings:

It was Proposed, Seconded and

RESOLVED: That the Terms of Reference be amended to reflect that five meetings should be scheduled to take place in July, September, November, January and March.

34.8 Hire Charges for Rooms and for Wedding Ceremonies and Receptions

The Finance and Audit Committee considered room hire fees and those for Wedding Ceremonies and Receptions at a recent meeting.

The Committee were requested to ratify the proposed increases and it was therefore:

Proposed, Seconded and

RESOLVED: That the room hire fees should increase by 10% from 1 April 2024.

It was further Proposed, Seconded and

RESOLVED: That the fees charged for Wedding Ceremonies and Receptions should be increased by 30% from 1 April 2024.

35 Date of the next meeting

Tuesday, 12 March 2024 at 6:30pm at the Town Hall.