

STRATFORD-UPON-AVON TOWN COUNCIL

VIRTUAL MEETING OF THE CIVIC, HERITAGE AND EVENTS
COMMITTEE

In accordance with s78 of the Local Authorities and Police Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulation 2020

5 January, 2021

Minutes
Pages 1-7

Present:
Councillors:

Alcock	Mackenzie
Cleeve	Rolfe (Chairman
Curtis	Taylor
J Fradgley	Vos
Jackson (Mayor)	Warren-Howles

Clerk: Civic Officer
Press: None
Public: None

The Town Clerk and the Finance Officer were also in attendance

46) Apologies

Apologies were received from Councillor Wall and accepted for the reason stated.

47) Declarations of Interest

Councillors Alcock and Rolfe declared a non-pecuniary interest in agenda item 9.1 (Christmas Lights Switch-On) minuted as 53.

48) To receive written requests for dispensation for disclosable pecuniary interests

None were received.

- 49) To grant any requests for dispensation as appropriate

There were no verbal requests for dispensation.

- 50) Public Participation

None were present.

- 51) To approve the draft minutes of the Mayoral, Civic Ceremonial & Events Committee held on 3 November, 2020

It was Proposed, Seconded and unanimously

RESOLVED: That the draft open minutes of the Mayoral, Civic Ceremonial & Events Committee held on 3 November 2020, be approved as a correct record.

In accordance with current procedures, the Chairman's signature and the date will be appended electronically to the minutes.

- 52) To approve the draft notes of the Website, Social Media and Newsletter sub-group meetings held on the 4 December, 2020

It was Proposed, Seconded and unanimously

RESOLVED: That the draft open notes of the Website, Social Media and Newsletter sub-group meeting held on the 4 December, 2020 be approved as a correct record.

In accordance with current procedures, the Chairman's signature and the date will be appended electronically to the notes.

- 53) To approve the confidential draft minutes of the Market Forum meetings held on 27 November and 7 December ,2020

It was Proposed, Seconded and unanimously

RESOLVED: That the confidential draft minutes of the Market Forum meeting held on the 27 November and 7 December, 2020 be approved as a correct record.

In accordance with current procedures, the Chairman's signature and the date will be appended electronically to the notes.

54) Review of Civic Events

The Civic Officers report was noted.

Due to current uncertainties, it was almost impossible to predict which events would be feasible. However, it was recognised that it was likely that any event scheduled during the first six months would be subject to change due to ongoing challenges caused by the pandemic.

Following the success of the three virtual events organised during 2020 to mark VE and VJ Day and Remembrance Sunday, it was recommended that the same format be used in April in connection with the Shakespeare Birthday Celebrations. It was further recommended that the Mayor Making Ceremony should also be live streamed event as it had been in 2020.

Members were optimistic that it may again be possible to participate in Heritage Open Days in early September, and that Remembrance Sunday and the Christmas Lights Switch-On would both take place as scheduled in November.

It was Proposed, Seconded and unanimously

RESOLVED: To adopt a virtual format for the Shakespeare Birthday Celebrations in as flexible and innovative way as possible, but within national guidelines. The event will be a combination of virtual and live stream activities taking place on Friday 23 April. Currently it is hoped to

incorporate the following items in the programme, but additional activities will no doubt be added following future discussions:

- Mr Shakespeare leaving the Birthplace to witness a programme of readings, performed in appropriate locations along the 'Cradle to Grave' route. The Mayor and Mayoress to be in attendance.
- Flag unfurling in the centre of Bridge Street, but no formal procession.
- Floral tributes being placed at the grave in Holy Trinity Church, and the reading of an appropriate sonnet.

Recognising that there will be far fewer flowers laid this year, the programme will incorporate a pictorial record depicting the floral displays from the past.

- A virtual 'Cradle to Grave' procession by the local primary school children to honour the birthday.
- A selection of readings and music, formal discussions to be arranged with representatives of the RSC, SBT and Holy Trinity Church.
- To arrange a meeting with Dudley Simpson regarding the filming and recording the Celebrations.

It was further Proposed, Seconded and

RESOLVED

To limit the display of flagpoles to the central reservation, and in line with Health and Safety concerns, not to utilise the Big Birthday flagpole and banner at the 2021 celebrations.

55) Decorating the Town for 2021

A discussion took place to determine the most appropriate time to decorate the town. This could either be done immediately following the Birthday Celebrations, or later in the year when, hopefully, an end to the pandemic may be in sight.

It was Proposed, Seconded and

RESOLVED

If government restrictions permit, to arrange a special celebration event over the August Bank Holiday weekend to formally commemorate the opening of Stratford-upon-Avon following the Covid Pandemic. The event to highlight all that the town has to offer visitors. The opportunity will be taken to showcase the refurbished Town Hall as a special occasion venue, following the redecoration work. The celebration would culminate in the annual Heritage Open Days in early September, a nationally promoted activity.

In order to improve the flow through the Town Hall, it was suggested that the fire escape could be utilised. Recognising that this area of the Town Hall is currently dismal and unattractive, the Town Clerk suggested using her delegated powers to organise for it to be decorated as part of the current work.

56) Civic Budget 2021-2022

Members noted the report and the proposed draft Civic Budget. Following a short discussion and with no amendments, it was Proposed, Seconded and unanimously

RESOLVED: To accept the recommended budget and to advise the Finance and Audit Committee accordingly

57) Town Hall Tariffs

Members noted the report regarding Town Hall Tariffs, accepting that there had been very limited bookings since March 2020 due to Covid. As the current situation is unlikely to improve for several months yet,

It was Proposed, Seconded and

RESOLVED That, as in previous years, the proposed tariffs for 2021 should be increased in line with inflation.

58) The Nominated Designated Reserve Requirement

It was Proposed, Seconded and unanimously

RESOLVED To request a Nominated Designated Reserve of £5,000 and that the Finance and Audit should be advised accordingly.

This reserve will be used specifically in connection with the special event planned for August 2021, highlighting all that Stratford-upon-Avon has to offer for visitors following the Covid 19 Pandemic.

59) CIL Projects

There were no projects submitted.

60) Additional Income Streams for the Town Hall

Members noted the report and determined that at the current time it was difficult to identify additional income streams.

However, it would be necessary to determine a long-term strategy for attracting new business, this would involve much research and ultimately determine the tariffs to be charged in the future.

It was Proposed, Seconded and

RESOLVED: To establish a Task and Finish Group by the middle of March, membership of the group to be open to all members of the Council. The Clerk will contact members in due course.

61) Date and Venue of the Next Meeting

The next meeting of the Civic, Heritage and Events Committee will take place at 6:00pm on Tuesday 16 March, 2021 via Zoom, or at 6:30pm if physical meetings at the Town Hall can resume.

The Chairman declared the meeting closed at 7:35pm.