



COUNCIL OF THE CITY OF RIPON MINUTES OF A MEETING OF THE EVENTS COMMITTEE

Date: Monday 21st October 2024

Time: 6:00pm

Location: The Council Chamber, the Town Hall, Ripon, HG4 1DD.

Present:

Cllr Duncan
Cllr Flatley
Cllr Hardisty
Cllr Horton
Cllr Williams

In Attendance:

Senior Administration Officer, Administrator

05/24	<p>1. To elect a chairman of the Committee. Cllr Williams be elected as Chairman of the Events Committee. RESOLVED.</p> <p>2. To elect a Deputy Chairman of the Committee. Cllr Flatley be elected as Deputy Chairman of the Events Committee. RESOLVED.</p>
06/24	<p>To receive apologies and accept reasons for absence. Apologies were received and approved from Cllr Bate.</p>
07/24	<p>To request any disclosure of an interest in relation to any matter under consideration at this meeting (financial or otherwise) & to consider any written requests for dispensation. None.</p>
08/24	<p>To consider and approve the Minutes of the Meeting held on 11th March 2024. That these be approved as a true and accurate record of proceedings. RESOLVED.</p>
09/24	<p>To receive the Committee Terms of Reference and to consider and agree the schedule of events and related content and budget in 2025 for presentation to Full Council. That the Committee Terms of Reference be received. That the date for the Freedom Event is to be confirmed with the Cathedral and the Army. Christmas Lights Switch on event will be scheduled for the Saturday following the Remembrance Sunday Event (15th November 2025). All other events will be determined by the calendar. That RCC will liaise with Cathedral to confirm the date of their Beer Festival. If it is scheduled on the August Bank Holiday Saturday, RCC will reconsider the Council's Event, as this year it impacted attendance numbers. Potentially there will be just a fairground for children and not live music. It was noted that there are no members responsible for civic events, and it was resolved to bring a recommendation to the Full Council to review this matter. RESOLVED.</p>
10/24	<p>To consider an event to mark the 80th Anniversary of VE Day and agree appropriate action. VE Day falls on Thursday 8th May, which will be a Market Day. Considering this, it should be a small scale event that can be set up within an hour. The event is planned to conclude</p>

	<p>by 9:30pm and may include a disco on the square, some older style fairground rides, and Setting of the Watch.</p> <p>It was noted that the Ripon Community Poppy Project will organise The Beacon Lighting ceremony. RCC will arrange a further meeting with the Ripon Community Poppy Project to discuss what can be done for this event, with an estimated budget not exceeding £5,000.</p> <p>RESOLVED.</p>
11/24	<p>To receive an update on the 2024 Christmas Light Event and agree appropriate action.</p> <p>Ripon Bid have been approached by Nick Hancock regarding him switching on the lights. It was agreed that the Mayor should continue with this role. Cllr Williams to contact Eric Clark who will act as Santa for the event. Cabmen's Shelter to be decorated on Friday, 15th November. Cllr Hardisty will act as a crowd marshal on the event day.</p> <p>Ripon Bid have delivered the Christmas brochure to 27000 properties around Ripon and have donated £4900 + VAT towards the Christmas lights this year, which is the surplus from their advertising.</p> <p>RESOLVED.</p>
12/24	<p>To receive an update on the 2024 New Year's Eve event and agree appropriate action.</p> <p>To make a recommendation to Full Council that the Civic element be removed from our event, and that the Cathedral invite the Mayor and Council members to the service and members can attend in their own capacity if they wish to do so.</p> <p>RESOLVED.</p>
13/24	<p>To consider an invitation for RCC to participate in Sights and Sounds of Ripon 2025 and to resolve upon the extent of RCC's involvement.</p> <p>That RCC could take part in the event by delivering a Silver Talk in the Mayors Parlour and possible exhibitions of QM and HRH in the Chamber. QM and HRH Committees will need to discuss and agree within their own meetings.</p> <p>RESOLVED.</p>
14/24	<p>To consider the provision of Road Traffic Management and to agree to issue an invitation to tender in accordance with Financial Regulations for a two year period from 1st January 2025 with a 12 month break clause.</p> <p>That an invitation to tender for the provision of Road Traffic Management will be issued.</p> <p>RESOLVED.</p>

With business concluded the Chairman closed the meeting at 6:55pm.

Signed
Chairman



Dated

10/2/25