



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

Date: Monday 13th January 2025

Time: 6:00pm

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

Present:

Cllr A Williams

Cllr P Horton

Cllr T Duncan

Cllr S Flatley

In Attendance

Senior Administration Officer

01/25	<ol style="list-style-type: none">To receive apologies. Apologies were received from Cllr Bate.To approve reasons for absence. Reasons for absence were not approved.
02/25	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.
03/25	Members of the public are invited to question, seek clarification or make representation to members of the Committee on any agenda item as listed below. None.
04/25	To consider and approve the Minutes of the Meeting held on 21st October 2024. That these be approved as a true and accurate record of proceedings. RESOLVED.
05/25	To receive an update on Financial and Governance Matters: <ol style="list-style-type: none">To receive the Income and Expenditure Report for the period between 01.04.2024 and 31.12.2024. That this be received and approved. RESOLVED.To receive the draft budget for 2025-2026. That this be received and approved. It was noted that the budget for VE Day event was increased to £10,000. RESOLVED.
06/25	To receive an update on the 2024 New Year's Eve event. It was noted that the New Year's Eve event was cancelled based on the weather forecast. That the office will make enquiry regarding insuring the New Year's Eve event and will bring the costs to the next Committee meeting. RESOLVED.
07/25	To agree the outline of the Civic and Community events in 2025: <ol style="list-style-type: none">Annual Meeting and Mayor Making Ceremony – 7th May 2025 That the format of last year's Annual Meeting and Mayor Making Ceremony with a buffet at Ripon Inn afterward will be repeated this year.

	<p>RESOLVED.</p> <p>2. VE Day event – 8th May 2025 That a stage will be hired for the event, and a choir will perform as part of a programme. That 1940s style games & activities will be provided at the square. It was noted that the office is in the process of organising the participation of a 1940s band in the event. RESOLVED.</p> <p>3. Freedom Weekend Display – 10th May That RCC support the event in its usual format. RESOLVED.</p> <p>4. Freedom Parade / Mayor Installation – 11th May 2025 That event will be held in its usual format, followed by a buffet at Council Chamber after the Cathedral service. RESOLVED.</p> <p>5. Summer Bank Holiday event – 23rd August 2025 That a children element with fairgrounds will take place between noon and 6:00pm. That an evening element will be considered at the further meeting subject to Cathedral Beer Festival date. It was noted that the office can proceed with planned road closure as a part of a global TTRO application. RESOLVED.</p> <p>6. Battle of Britain – 14th September 2025 It was noted that this is a self-explanatory event.</p> <p>7. Remembrance Sunday – 9th November 2025 It was noted that this is a self-explanatory event.</p> <p>8. Christmas Lights Switch-On – 15th November 2025 That the last year's event will be replicated, and an enquiry will be made to engage the same performance act. RESOLVED.</p> <p>9. New Year's Eve event – 31st December 2025 That the last year's event will be replicated, and an enquiry will be made to engage the same performance acts as soon as possible. RESOLVED.</p>
08/25	<p>To consider Cathedral events and the issuing of Civic invitations. That the office will issue invitations to all Civic guests only for RCC events, namely the Mayor's Installation and Remembrance Sunday. For all other events organised by the Cathedral, the office will only send invitations to Ripon City Councillors. RESOLVED.</p>
09/25	<p>To receive an update on the Road Traffic Management Tender for information only. It was noted that following the last Full Council meeting, a meeting with our current contractor ETC has taken place. ETC will be awarded with a new contract. It was also noted that ETC remain an approved contractor for North Yorkshire Council.</p>
10/25	<p>To receive an update on RCC owned barriers. It was noted that RCC is going to be in a position to purchase its own barriers, which can be stored by local business free of charge, with only a fee for transportation. The barriers will also be made available for use by community groups for their events. That RCC proceed with the purchase of the barriers. RESOLVED.</p>
11/25	<p>To receive the following correspondence and agree appropriate action:</p> <p>1. Email dated 6th November 2024 - Xmas lights 2025. That the office confirms the choir's availability on Saturday 23rd August 2025 and</p>

Saturday 15th November 2025. This is to potentially invite the choir to perform at the afternoon of the Summer Bank Holiday event and/or at the Christmas Lights Switch on event between 01:00pm and 03:00pm.

RESOLVED.

2. Introduction letter.

It was noted that it is up to the office to handle this matter, including the option to request a quotation from the provider or invite them to participate in a tender process, should such a process be announced in the future.

With business concluded the Chairman closed the meeting at 6:50pm.



Cllr A Williams