



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

27/26

Date: Monday 16th February 2026

Time: 6:00pm

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

Council Members: Cllrs Williams, Hunt, Duncan, Hardisty, Horton and Flatley

You are summoned to attend an Events Committee Meeting for the purposes of determining the agenda items listed below.

Yours sincerely

Adam Chugg
Locum Chief Officer
11th February 2026

AGENDA

08/26	1. To receive apologies. None received 2. To approve reasons for absence. None received.
09/26	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.
10/26	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.
11/26	To consider and approve the Minutes of the Meeting held on 12th January 2026. RESOLVED.
12/26	Mayoral Installation: 1. To consider plans for the Mayor Making/Installation. It was proposed that the Administrator would obtain quotes for 40 covers from The Old Deanery and The Ripon Inn for the Mayor Making Event. It was approved that a buffet as from the previous year would be made available on the Installation day. RESOLVED. 2. To agree to consult with the Cathedral regarding Holy Communion/religious service. It was proposed that the taking of Holy Communion is not in line with the service provided

	<p>for the Mayors Installation and that a separate service should be considered without the taking of Holy Communion. Administrator to liaise with the Cathedral.</p> <p>RESOLVED.</p> <p>3. To confirm the presence of a Hornblower & Sgt at Mace at Mayor Making and Installation.</p> <p>A Hornblower and Sgt at Mace need to be present for both.</p> <p>RESOLVED.</p>
13/26	<p>To receive an update for ‘Battle of the Bands’</p> <p>It was proposed that Cllr Hunt gain the interest of bands that wish to take part. Cllr Hunt enquired into the infrastructure of the event. It was proposed that the stage truck, first aid and marshal’s be set in place for the event. Administrator to arrange.</p> <p>It was proposed that a social media campaign be used to ascertain the winner of the competition with the prize being a slot to play at the Christmas Light Event.</p> <p>RESOLVED.</p>
14/26	<p>To consider and approve entertainment for ‘celebration’ days</p> <p>1. To consider and approve the use of £5000 grant donation money.</p> <p>To confirm the remaining funds and allocate accordingly.</p> <p>RESOLVED.</p> <p>2. To consider and approve use of face painter/magician/balloon artist.</p> <p>It was proposed that the Administrator obtain quotes for performers etc for Saturday dates throughout August. It was recommended that the Cab Man’s Shelter could be used for the purpose of the face painter,</p> <p>RESOLVED.</p> <p>3. To consider additional ‘chargeable’ fun fair rides on the north side of the marketplace.</p> <p>It was proposed that quotes be obtained for two small rides and two larger rides as well as ‘small attractions’ such as ‘Hook a Duck’</p> <p>It was agreed that charges should remain free to the public.</p> <p>RESOLVED.</p>
15/26	<p>To consider providing a coffee van on the market square at evening events.</p> <p>It was proposed that this go out to Tender.</p> <p>RESOLVED.</p>
16/26	<p>To consider entertainment for Christmas Lights/New Year events.</p> <p>1. Aftersun Band</p> <p>Aftersun to be booked for NYE 2026. Proposal to use video performed on NYE 2025 to promote the act.</p> <p>RESOLVED.</p> <p>2. Alternative ‘Filler’ Act</p> <p>Jenny Jae to be booked for NYE 2026.</p> <p>It was proposed that the ‘All for One’ choir be booked for Christmas Lights and</p>

	<p>contacting local groups to arrange performances.</p> <p>RESOLVED.</p> <p>3. Interactive DJ</p> <p>Administrator to arrange quotes and demo's for August 15th & NYE 2026.</p> <p>RESOLVED.</p> <p>4. Drag Artist</p> <p>Administrator to arrange quotes and demo's for Christmas Light's event.</p> <p>RESOLVED.</p> <p>5. Continuing to position the stage on the east side of the market square</p> <p>It was proposed that on NYE Event that the stage be located on the east side of the market square and on the Christmas Lights event that it be on the west side due to market traders during the day.</p> <p>It was proposed that NYC be informed that during RCC events that we require sole use of the market square.</p> <p>RESOLVED.</p> <p>6. To insist on a black dress code for all stage/crew workers on stage</p> <p>Administrator to relay this when booking infrastructure for events.</p> <p>RESOLVED.</p>
17/26	<p>To receive an update from Ripon BID regarding 'Music Saturdays' and the use of 'roving' entertainment.</p> <p>It was updated that Ripon BID would be investing £7500 into entertainment on Saturdays throughout the summer holidays. It was proposed that RCC aid these events on the dates of 25th July 2026, 8th August 2026 and 22nd August 2026. Events to include Buskers, Morris Dancing, Street Performers. Cllr Williams proposed that £500 be allocated per Saturday. Administrator to research.</p> <p>RESOLVED.</p>
18/26	<p>To receive an update regarding the pedestrian barriers for the Freedom Weekend.</p> <p>RECEIVED.</p>
19/26	<p>To consider installing a non-generic banner adaptable for dates for marketing purposes at events.</p> <p>It was proposed that this be priced accordingly.</p> <p>RESOLVED.</p>
20/26	<p>To consider allocating funds to marketing and advertising events:</p> <p>1. To boost events on social media</p> <p>It was proposed that minimal funds be spent on boosting posts.</p> <p>RESOLVED.</p> <p>2. Production of 12 reusable banners to be placed around the city</p> <p>It was proposed that generic banners be priced up.</p> <p>RESOLVED.</p> <p>3. Creating press releases in advance of events to be published in local</p>

	<p>papers.</p> <p>It was proposed that these be contacted and a rapport built.</p> <p>RESOLVED.</p> <p>4. Creating videos of events for future marketing</p> <p>It was proposed that filming events could be used for promoting further events.</p> <p>RESOLVED.</p>
21/26	<p>To consider utilising flagpoles to display the ‘Yorkshire Rose’ on August 1st and throughout the summer.</p> <p>RESOLVED.</p>
22/26	<p>To receive a proposal that RCC host a community event ‘Carol’s Around the Tree’ to add to December events.</p> <p>It was proposed that this take place on Saturday 19th December in the afternoon. Ripon City Band be contacted to perform as well as choirs and the Dean of Ripon be invited to Bless the event. Infrastructure to be arranged to include 4 Marshall’s, barriers and the booking of the Square.</p> <p>RESOLVED.</p>

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