



# Coleford Town Council

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## Events & Marketing Committee Tuesday 4 February 2020 Minutes

**Attendees: Cllrs Lusty, S Cox, Kay, Penny, Holloway, Ball & Elsmore**

1. There were no apologies
2. Cllrs Holloway & Penny declared a personal interest in item 9 on the agenda
3. Cllr Penny dispensation stands for item 9
4. To allow comment from the public.  
There were no members of the public in attendance
5. The minutes of 7 January 2020 were noted
6. To note matters arising from 7 January 19  
It was noted that the communication working group would be meeting on Saturday 15 February 20 at 10.00 am at the Council offices.

**7. To make recommendation re programme of events for VE weekend**

The attached notes from the VE working group were considered

**Recommendation**

The arrangements are adopted

The schools & youth organisations are contacted as soon as possible

Workshops are funded in the schools and /or library to make flags to celebrate VE day for the weekend

Photographs of VE day in Coleford are sourced

Shop window competition is undertaken to be winners to be awarded on 8 May at the tea party

The clerk to ascertain if the shops will be trading on Friday 8 May

Commemorative objects to be obtained as prizes for the flag competition

**8. To make recommendation the support for the Fiddle Fair 2020**

**Recommendation**

That the Council should support the fair up to the allocated budget of £2000 but the Clerk to communicate with the organisers re their income stream and the plans to becoming self-sustainable.

The organisers should be encouraged to grow the event into the town centre

**9. To have an update on the programme of events for 2020-21**

**Recommendation**

February	22	Sealed Knot commemoration (town centre)	Arranged
	22	Mayor of Coleford charity dinner	Progressing
March	19	TIC 4 <sup>th</sup> birthday	Cupcakes for volunteers Low key
April	13	Carnival of Transport (town centre)	Progressing
	26	St George's day parade	Groups contacted
May	8-10	VE Day '75' commemorations	Progressing
	9-17	Coleford area Walking Festival	Progressing
	10	Fiddle Fair (town centre)	progressing
June	13	Morris Dancing	Progressing
	20	Public Services event (public services day is on 23 <sup>rd</sup> June)	Police & Fire service on board meeting TBA



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	27	Armed Forces day event	The Rifles contacted
July	11-12	Coleford Music Festival (town centre)	Progressing
	24 – 9 Aug	Olympics	Clerk to do some investigation
August	15	VJ Day '75' commemorations	NH to investigate
	29	Skate Jam at Bells Field	Booked
	30	Faddle Fair (town centre)	Progressing
	30	Busking Festival	Progressing
September	11 20	Heritage open days (cap organise)	No info
November	8	Remembrance	No Info
	14	Pride of Coleford awards	To be tabled for next meeting
	28	Christmas lights / Faddle Fair (town centre)	No info. Xmas lights committee meeting
December	5	Small business Saturday	No info
March 2020	4	World Book day – Literary Event	KB to investigate
		Cllr Penny to look into the streaming of Glastonbury festival in the town centre.	



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## VE Day Notes Tuesday 4 February 2020

**Attendees: Cllrs Penny & Allaway-Martin, Mrs Pat Short & Mrs Katy Fogarty Coleford BL,  
Mr Chris Howell.**

Apologies Cllr Nicki Holloway, Mr Paul McMahon, Mr Neal Harding, Mrs Gill Harding

Cllr Penny confirmed that the VE weekend celebration would be 8 – 10 May 2020

### **Recommendation**

#### **Friday 8 May**

Tea party on the Clock tower 2.00 pm – 4.00 pm

Commemorative service 3.00 pm

#### **Additional**

Brass band, Community Choir, (CTC to contact)

Standard bearer from the British Legion

CTC to provide VE decorated cake

Bistro tables & chairs

Mr Howell to lead commemoration service & determine structure

A piper (potentially from the top of the Clock Tower) (NP to contact)

Flags of the countries involved to be displayed around town centre (CTC to purchase & Xmas lights to erect NP to request)

Bunting to be erected around town & the clock tower turrets (Xmas lights to erect NP to request)

Display of 1940's military vehicles (NP to contact)

Youth organisations & schools be invited to attend

WI be invited to help provide tea & cakes

#### **Saturday 9 May**

Local communities encouraged to arrange own street parties

VE GOBO to be projected in town centre (investigation & costings to be obtained)

#### **Sunday 10 May**

Service at Baptist Church

March from police station

Single wreath to be laid at Clock tower

The Last Post

Tea & biscuits to be supplied after the service

All churches be invited to participate

Youth organisations & schools be invited to attend

Chris Howell to look at producing a slide show (power point) of pictures from the 50th anniversary of VE Day