



BIDEFORD TOWN COUNCIL

Minutes of the Tourism Committee Meeting

held in the Council Chamber, Town Hall

Tuesday 9th January 2024 at 6.00 pm

PRESENT: East Ward: Councillor Mrs J Gubb (Chairman)
Councillor J Hellyer

South Ward: Councillor S Inch
Councillor P Lawrence

North Ward: Councillor D Bushby

IN ATTENDANCE: Mrs L Dixon-Chatfield, Town Clerk's Asst

055 **TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE**

Councillor Hawkins (West Ward) – personal.

056 **TO RECEIVE DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA**

Councillor Mrs Gubb (Chairman) declared a non-pecuniary interest in Item 6 (D-Day 80) – her son is providing the outside PA system.

057 **PUBLIC PARTICIPATION SESSION**

There were no members of the public in attendance.

058 **MINUTES**

Proposed by Councillor S Inch and seconded by Councillor Bushby that the minutes of the meeting held on 28 November 2023 were approved and signed as a correct record.

(Vote – For: 5, Against: 0)

059 **TO RECEIVE FINANCIAL INFORMATION REGARDING THE TICKETED EVENT IN DECEMBER AS PART OF THE 450TH CHARTER ANNIVERSARY**

The Clerk advised members that there had been a slight shortfall in the ticket sales but that had been largely due to people pre-booking (not paid) but not attending. Overall the evening had been successful though and the outgoings were well within the budget allocated for the 450th Anniversary celebrations.

Councillor Lawrence asked that a letter is sent to Mrs Hinton, who played the part of Queen Elizabeth I, thanking her for her time and effort. The Clerk would write and send via Councillor Lawrence.

Councillor Bushby thanked the Clerk for her hard work in organising the event single-handedly and remarked that it was successful and enjoyable.

060 **TO DISCUSS AND RECEIVE UPDATES FOR THE D-DAY 80 BEACON LIGHTING ON 6TH JUNE 2024 AND CONTINUE FORMING A PLAN.**

The Clerk confirmed that Full Council had approved the War memorabilia and Rolls of Honour being used at the Pollyfield Centre for the Exhibition. She had contacted the Bideford Community Archive and they were very keen to be involved. She would contact the Pollyfield Centre Committee to check if they had managed to find out who had been at the WWI Centenary event with a vast collection of memorabilia.

Councillor Bushby would be speaking with the person concerned regarding Vintage War vehicles.

The Clerk had contacted the Pollyfield Centre regarding a buffet, asking if it would be something that they would be able to supply.

The Chairman added that she would broach the subject at the next Pollyfield Committee meeting later this month.

Councillor Bushby, and members agreed with him, noted that it would be important for the Pollyfield Centre to be open about if they would be able to cope with the large numbers they would need to cater for. Using an outside caterer would be considered if the Pollyfield had any doubts. The Chairman would advise after her discussion at the Committee meeting.

Members asked if there was a charge for the use of the Centre, the Chairman would confirm but was confident that there was no charge.

061 **TO DISCUSS UPDATES RECEIVED BY EMAIL REGARDING THE ICE RINK IDEA .**

Members had received the Town Clerk's financial feasibility on having an Ice Rink in the Pannier Market in December this year. The Chairman reminded them that they needed to recommend to Full Council for their approval.

She asked Councillor Bushby to give an update on his visit (with the Town Clerk) to the Ice Rink near Bath in December.

Councillor Bushby reported that the visit had been successful and that the Ice Rink was “fantastic” . They were both enthusiastic that this would be perfect for the Pannier Market later this year. The venue the visited (bearing in mind there had been a very costly outlay before hand) had made a profit before the busiest time, when the children broke up for the holidays.

Councillor Bushby then advised that, at the end of the visit, they went outside of the Ice Rink and were “introduced” to the very necessary chilling units. Two of these for that size venue but only one would be needed for the Pannier Market. The size of a small van with much pipework that would expand during the course of the usage. In brief, a place would be needed for this chiller and preferably not inside the Market Hall itself.

Councillor Bushby, after discussion with the Town Clerk, advised that further investigation is needed on the subject and he would, hopefully, have more information for the next meeting.

062 **TO DISCUSS IDEAS FOR 2024 AND LOOK AT WAYS OF UTILISING THE PANNIER MARKET HALL**

- Roller Skating – no further update.
- Annual events and a Christmas Party – no further update.
- Wedding Receptions – the Clerk had not managed to find any photographs but advised members that another Wedding Reception enquiry was in hand.
- Pancake Day activities - The Clerk had circulated a document sent by the former Market Development Officer with an outline plan for Pancake Day. She explained that it would be too late for this year but could be given some serious thought for 2025.
- Cream Tea Festival or a Bake Off event – no further update.
- Climbing Wall – Councillor Bushby explained how a climbing wall could work in the Market Hall and could be a permanent fixture without impacting too much on other bookings. He would get in touch with the Adventure group again to see how to progress the project. When asked about costs, Councillor Bushby was confident that the Adventure Group would be liable for the costs involved in building the wall.

063 **TO DISCUSS FURTHER THE TEMPORARY CHANGE TO CIVIC EVENTS IN 2024 REPORT DEFERRED FROM FULL COUNCIL**

The Clerk circulated the report that had gone to the last Full Council meeting, to refresh member’s memories. She added that the item had been deferred from Full Council back to Tourism for further discussion.

The Clerk wished to make it very clear the difference between a Parade and a Procession, explaining that a Parade is marching in step (which the Mayoral Party do not do) as the various Corps will do, and Processing is walking. She added that it needed to be very clear in the Minutes which would be going for Recommendation to the next full Council meeting on 18th January.

The revised report forms part of these minutes .

The Chairman noted that it would be important to get a recommendation to the next Full Council meeting on 18th January in order for a Rolling Road Closure to be put into place in time.

Councillor Inch asked if the change would for this year only. The Clerk responded that it was up to the Council, and it would be a matter of seeing if this worked. Members felt that a Civic Service for the Mayor later in the year would be more in line with other Councils and would bring another opportunity for the Mayor to raise funds for his/her charity/ies.

Proposed by Councillor Lawrence and seconded by Councillor Mrs Gubb that it is

RECOMMENDED: That the change in format is carried out this year as in the revised Report that forms part of these minutes.

(Vote – For: 5, Against: 0)

DATE OF THE NEXT MEETING

The next meeting will be held on Tuesday 20th February 2024 at 6.00pm.

The business of the meeting having been completed, the Chairman thanked the members for their attendance. and the meeting concluded at 6.45 pm.

Signature of Town Mayor:Date:

Signature of Chairman:Date:

Report – Recommendation from Tourism Committee - Change to Civic events 2024

Report updated at Tourism Committee 9th January 2024

The item was deferred from the Full Council meeting on 7th December 2023, for further discussion at Tourism.

To reiterate the reason for the change:

Councillors may be aware that we have a particular week which is proving to be very busy. This has been discussed amongst the Tourism Committee who have put forward a recommendation to make a change for 2024 only. Of course, if it turns out that this works, it could be something the Council would wish to continue with.

As you will see from the list of events below this particular week is busy:

Tuesday 4 th June 2024-	Mayor's Introduction
Thursday 6 th June 2024 -	D-Day 80 Beacon Lighting
Saturday 8 th June 2024-	Bideford Fair and Procession
Sunday 9 th June 2024 -	Mayor's Parade

Members discussed the proposed changes and agreed that Tuesday 4th June, Mayor's Introduction and Thursday 6th June. D-Day Beacon Lighting are dates that cannot be moved. They wish to make the changes as follows:

Sunday 9th June 2024 - Mayor's Parade – CANCELLED THIS YEAR

Saturday 8th June 2024 – Bideford Fair incorporating the Mayor's Parade

The points agreed for this format are:

- A rolling road closure needs to be booked in February – this is done through the Deputy Town Clerk
- Our Maintenance Team need to be booked – this is done through the Deputy Town Clerk
- Setting off from St Mary's Church with the Bideford Pipes and Drums leading the Mayoral Party and Councillors, who will process down Bridge Street turning left onto the Quay and continuing down to Victoria Park.
- Following the Mayoral Party – a short distance behind – the various Corps and organisations taking part will Parade from the same starting point to the finishing point.
- At the Park gates the Mayoral Party will continue to the Saluting Dais whilst the groups stand at ease. They will wait for a good few minutes in order for the Mayoral Party to be organised on and around the dais. They will then march forward and take the salute from the Mayor.
- After the salute, the Mayor's Chaplain will say a blessing.
- The Mayor will open Bideford Fair and move around the stalls as has been practiced over recent years.

Timings need to be firmed up and smaller detail put into place.