

## **EXMOUTH TOWN COUNCIL**

### **Festival and Events Working Party**

Notes of the virtual meeting held at 1400 on Thursday 20<sup>th</sup> April 2023 via zoom

#### **Present**

Cllr Joy Whipps (Chair)	JW	Exmouth Town Council
Cllr Frank Cullis	FCu	Exmouth Town Council
Cllr Olly Davey	OD	Exmouth Town Council
Cllr Eileen Beech	EB	Exmouth Town Council
Chetna Jones	CJ	Exmouth Town Council
Jess Magill	JM	Exmouth Town Council
Lisa Greenway	LG	Exmouth Town Council

#### **Apologies:**

Cllr Steve Gazzard	SG	Exmouth Town Council
Cllr Cherry Nicholas	CN	Exmouth Town Council

#### **1. Welcome, introductions and apologies (JW)**

JW welcomed attendees to the meeting and noted apologies.

#### **2. To approve the notes from the 23<sup>rd</sup> March 2023 and matters arising (JW)**

OD proposed and EB seconded the accuracy of the notes from the previous meeting which were approved with no matters arising.

#### **3. To discuss the Exmouth Festival (JM)**

JM updated members that funding bids have been put in through the National Lottery Community fund to help with the tea party in the Manor Gardens on Monday and one with the British Ecological Society to do an activity around pollination of bees.

JM confirmed that 3 quotes were received for the security and first aid, the most competitive quote for security was on the proviso that we also took out the first aid package with the company. ASAP Fire Ltd who have previously worked on the Christmas Cracker have been appointed as security and first aid for the festival.

FCu queried if the first aid and security were mobile, JM confirmed that all three sites will be manned, and a paramedic will be mobile. JM advised that the licencing admin has gone through, the police and fire services have no objections for each site but will still be subject to the safety advisory group, however JM does not believe that this will result in any objections.

JM had a discussion with Copyrite after the last meeting with a view to update the website, JM considered the cost of updating the website taking into consideration the savings made by reducing the programme printing which made the APP for marketing a no brainer as by having the APP it will automatically populate the website with the same information and visuals. JM is currently setting up developer accounts with Google and Apple which is proving difficult.

JW queried how to download the APP, JM confirmed that it would be a free download via Googleplay or the Apple Store.

JM provided members with the following meetings she had recently attended:

- The Deaf Academy to discuss sponsoring BSL signing for some of the performances and workshops
- Tony Lidlington from Prom Prom who provides classic seaside entertainment which could be used on the vintage day
- Ben Cornish to discuss the circus provision
- Pip and Debbie to discuss the outdoor screening at the Rugby Club
- Seachange to see if they wanted any involvement with the vintage day and the possibility of providing community transport
- Tonic Creatives who are creating the opening parade and running workshops to make headaddresses to wear during the ceremony working with Hive, scouts and community groups

JM advised members that part of the agreement with Sideshore is that everything will be sustainable, but the sustainable toilets are proving difficult to source. JW queried if the public toilets near the old lifeboat station could be used but JM advised that the festival must have toilet provisions. JM is planning to provide 7 normal toilets and 1 disabled at Sideshore, additional normal toilets in the Manor Gardens and the Strand will not need toilet provision as public toilets are nearby. FCu was concerned that sustainable toilets cannot be sourced at this stage and suggested booking earlier in the future, JM agreed and confirmed that chemical toilets are on standby if sustainable ones are not available. OD queried if the closing times of EEDC toilets in the Manor gardens coincides with the festival running times, JM confirmed that the closing times will tie in with the festival times but will enquire about the EDDC toilets near Sideshore.

#### **4. To discuss the Kings Coronation**

##### **Tree Project for Schools**

CJ updated members that the coronation tree planting with the schools took place on Tuesday and was attended by the EDDC horticulturist Paul Fealey who spent a lot of time with each school providing interesting information on each tree. CJ confirmed that the Town Maintenance Team have already been out to water and stake them and the plaques have arrived and will be put in over the next few days. CJ sent an email to members with a link to view the photos of the event, but they cannot be shared with the public until after purdah which will tie in with the mosaic panel being completed.

##### **Town Decoration**

CJ advised that all the dates have been fixed for bunting and flags which will be put up around Exmouth from next week and taken down a week after the coronation. CJ will purchase the four nations flags which will be flown at the clock tower along with coronation flags. CJ intends to promote what ETC are doing around town through social media.

##### **Mosaic Bench Project**

CJ confirmed that the concrete base has been laid for the bench and once set, the concrete blocks will be installed. The workshop sessions are ongoing, and the panels should be completed within a fortnight. CJ discussed some of the design ideas and confirmed that two of the panels will be devoted to the coronation and the first names of the youths and artists that helped create it will be included along with ETC.

#### **5. Any other business (All)**

EB thanked members for welcoming her into the WP as this will be her last meeting as a councillor and was keen to volunteer for the festival, JM thanked EB. Members thanked JW for chairing the WP.

## **6. Date of next meeting**

15<sup>th</sup> June 2023 @ 2pm

The meeting ended at 14:34