

Notes from Wem Town Council Events Liaison Group meeting held on 22.5.24 at 14.00 in the Town Council meeting room Wem Library

Present Cllrs Dodd, Barker and Broomhall.

Penny O'Hagan Town Clerk.

1 To note apologies for absence received.

The following apologies for absence were noted Cllrs Hoffmann, Granger, Towers.

2 Notes from meeting

It was RESOLVED to approve the notes from the Events Liaison Group Meeting held on 27.3.24.

3 Disclosure of Pecuniary Interests.

a) To receive any disclosure of pecuniary interest - Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate - none declared.

b) To consider any applications for Dispensations under s33 of the Localism Act 2011 – none received.

4 D-Day 80 6.6.24

a) Church Service, bell ringing, poem – for update.

The Town Clerk updated on the following items:

Church Service - This will be held at 16.00, all present requested that Rev Jukes is asked to try and incorporate the reading of the D Day Heros Poem during the service.

The Clerk reported that St Peters School had been asked whether they would read the poem in school on the day as well.

Bell Ringing – The Clerk was asked to contact Cllr Soul to discuss bell ringing to mark the event .

b) Beacon lighting to discuss location of and lighting of a beacon.

Peter Broomhall reported that the installation and removal of the beacon was being organised. In addition to this a backup plan for lighting the beacon was in place in case the fire service was unable to attend, Cllr Broomhall also agreed to provide fire extinguishers.

PA System - The Clerk was asked to remind Cllr Towers about borrowing the PA system from the Baptist Church.

Jubilee Band - It was reported that a small group from Wem Jubilee Band has agreed to provide players to play from 9pm. The Clerk was asked to remind the band that no lighting would be provided.

Invitation - It was agreed that an invitation to attend both the service and beacon lighting will be sent to groups usually invited to Remembrance Services and a poster would be used to promote the event around the town and on social media.

Marshalls - It was agreed that the Clerk would ask Councillors if they would be able to volunteer as marshalls in the evening. Town Council staff will also act as marshalls and set up the safe zone around the beacon

Beacon Lighting – A representative from Wem Fire Service will be asked to light the beacon and following lighting it was agreed that the Mayor will read the International Tribute and Rev Jukes will be asked to say a prayer.

Health and Safety -The Town Council will produce a risk assessment and event management plan for the event. The Clerk will contact Scouts and RBL to see if they can provide first aid cover.

c) Parade – to discuss (at request of Cllr Towers)

It was agreed that a short parade could take place from the Toilet Block to the Beacon and that Cllr Towers would be asked to be in charge of the organisation of parade.

5 Midsummer in Wem 21.6.24 – to receive a report from the meeting held on 21.3.24 and consider actions (if any) following this meeting.

It was reported that some of the shopkeepers had organised the event and provided the following update

- Most of the shops have agreed to decorate windows on the theme of Midsummer Night's Dream.
- There will be a fairy hunt for children to take part in.
- Face painting will be offered.
- Some Shakespeare recitals have been arranged by Soulton Hall.

It was reported that a small working party needs to be formed to tidy up the High Street prior to the event and any volunteers would be appreciated, the date to be confirmed but probably the week before.

5 Armed Forces Day 29.6.24 – to discuss arrangements for this event.

It was reported that the event would follow the same timetable as previous years and that the Town Council would send out invitations after the D- Day event.

6 Town Decoration for Summer Events – to discuss

It was reported that permission for the installation of bunting bolts had been received from nearly all freeholders and the order had been placed for the works. It was hoped the bunting would be up in time for the Midsummer in Wem event.

7 Christmas Events – to discuss

It was agreed that an open meeting would be held in late June to review last years event and start the planning for this year.

Meeting ended 15.00