

Report of a Meeting of the Events Liaison Group to discuss the Mayor's Awards held on Tuesday 10 July 2018 at 12 noon in the Eckford Suite, Edinburgh House, New Street, Wem.

Present:-Cllr Granger (Chairman), Cllr Broomhall, Cllr Dodd and Mrs S Thornhill (Assistant Town Clerk)

1. Apologies for absence

No apologies for absence received
Absent – Cllr Towers and Cllr Moyse

2. Mayor's Awards

Cllr Granger welcomed all to the meeting and said that due to school holidays, leave commitments and other events around the time of the date fixed for the Mayor's Awards i.e Friday 26 October 2018, that this date be changed to the New Year and a date of Friday 1st March 2019 or Friday 8th March 2019 was suggested. The Assistant Town Clerk said she would check with Wem Town Hall re availability of these dates.

Awards

There was some discussion about the Big Heart Award and the Local Champion Award being very similar and it was decided to remove the Big Heart Award reducing the number of awards to nine as follows:-

Best Small Business Award
Best Large Business award
Young Entrepreneur
Best High Street Business
School Staff member Thomas Adams School
School Staff member St Peter's Primary School
Local Champion Award (formerly Local Hero Award)
Good Neighbour Award
Child of Courage Award

It was also decided not to go ahead with the Posthumous Award.

Nomination Forms

It was decided to use the 'Sweet Pea' background (as used by Cllr Broomhall in 2013) for the nomination form and to clarify the criteria of the individual Business Awards.

Nomination Boxes

It was decided to go ahead with five boxes and to locate them in the Schools (x2), Library, Edinburgh House and Wem Town Hall. The boxes will go out at the beginning of November 2018 with a closing date of 18 January 2019

Sponsorship

Cllr Broomhall said he would speak with the sponsors who had already contributed and advise them of the change of date of this event. Cllr Dodd said she would speak with St Peter's School regarding their contribution.

Judging Panel

To consist of 8 or possibly 9 members (dependant on acceptance of Honorary Townsman Award) as follows:-

Mayor, Deputy Mayor, Honorary Townsman x 2 (or 3), Head Boy and Head Girl Thomas Adams School, Cllr Peter Broomhall and a sponsor of the event (Cllr Broomhall suggested Fiona Ford of Ford Transport). The Judging Panel to meet 25 January 2019.

Trophies

To be obtained from Princes, the Assistant Town Clerk will obtain a copy of their trophy catalogue.

Catering

It was suggested having a casserole and roll followed by a dessert, the Mayor will make further enquiries regarding this.

Compere

Tim Bamford to act as compere.

Items for consideration

Running Order

Presenters

Music

Table Decorations (plant in a pot) & Table Flags (Town Council yellow with crest)

Donation from the Co-op of a Celebration Drink

Certificates

Ticket price and where sold (Wem Town Hall & Wem Town Council Office)

Table Plan

Press & Publicity

Date of next meeting

To be arranged

The Chairman thanked everybody for attending.

Assistant Town Clerk