

HESSLE TOWN COUNCIL
Events and Communications Committee
Wednesday 5th June 2024, 6.30pm
Large Front Room
Town Hall, South Lane, Hessle

Minutes

Members present: Councillors; S Craggs, H Hogan and S Pickering

Advisory Members (Non-voting): none present

Also present: S Rowland (HTC Town Centre & Events Officer) & T Reading (HTC Communications & Social Media Officer) & Mr M Fuller (Resident)

Apologies: Cllr Harrison & Walker and Mrs K Weaver, Mrs M Edwards, P Withers and Mr J Wilding (non-voting Advisory members)

Clerk: Joanna Render

Cllr Craggs as Chairman of the Council opened the meeting and took the first item on the agenda.

134636 ELECTION OF CHAIRMAN – Nominations were invited for the election of Chairman of the Events & Communications Committee for the current municipal year.

Cllr Craggs nominated Cllr Pickering, a vote was taken 2 in favour, 1 abstention.

(Craggs/Pickering)

Resolved – To nominate Cllr Pickering as Chairman of the Events & Communications Committee for the current municipal year.

There were no other nominations.

134637 ACCEPTANCE OF OFFICE: Cllr Pickering duly took office.

134638 APPOINTMENT OF VICE-CHAIRMAN -Nominations were invited for the election of Vice-Chairman of the Events & Communications committee for the current municipal year.

Cllr Pickering nominated Cllr Walker, a vote was taken 2 in favour and 1 abstention.

(Pickering/Craggs)

Resolved – To nominate Cllr Walker as vice-Chairman of the Events & Communications Committee for the current municipal year.

134639 DECLARATION OF INTEREST: The Chairman read out the following:-

Members must declare their pecuniary or non-pecuniary interests in items at this meeting- other than personal and prejudicial interests – and ensure that they act appropriately.

None received.

134640 MINUTES OF THE PREVIOUS MEETING: To confirm as a correct record the minutes of the meeting held on the 1st May 2024 and authorise the Chairman to sign.

(Hogan/Pickering)

Resolved – The minutes from the meeting held on the 1st May were confirmed as a correct record and the Chair was authorised to sign.

134641 CHAIRMAN'S COMMUNICATIONS: To receive such communications as the Chairman may wish to put before the committee.

None received.

134642 INCOME & EXPENDITURE: To note the Income and Expenditure as at 30th April 2024

(Pickering/Craggs)

Resolved – The Income & Expenditure to 30th April 2024 was noted.

134643 UP TO DATE LIST OF EVENTS AT THE TOWN HALL: List suspended due to building works.

134644 EVENTS

a) **80th Anniversary of D-Day – 6th June 2024.**

Cllr Pickering welcomed Mr Fuller to the meeting.

Mr Fuller expressed an interest in attending the event. He would like to bring with him four lanterns, each lit from the original 'Freedom Flame'. Mr Fuller explained the history behind this, the Flame was lit on the 13th September 1948 by Field Marshall Bernard 'Monty' Montgomery at the D Day memorial stone. He went on to explain that the flames were brought to the UK from Holland by Normandy veteran Mr R Lord, and how he (Mr Fuller) is part of the Freedom Flame group and now has responsibility to keep the flames lit.

All agreed that this was of particular historical relevance, and he should attend the event and bring the lanterns with him, he will also say a few words about the historical significance of the flames.

Cllr Pickering thanked Mr Fuller for attending the meeting.

The Clerk advised that all arrangements were in place for the event on the 6th. Cllr Hogan has done a fantastic job in bringing a 'community choir' together, and the programme contains all the lyrics for the 5 songs so that those in attendance can take part. A timeline of events through WWII from a diary of a Hessle resident has been put together from information provided by the Hessle History Society and pictures of poppies painted by Nursery children all will be on display on the night. Hull4Heroes and the Hessle Branch of the British Legion will both have information stalls at the event.

The Clerk advised that the staff will be on site from 5pm decorating if Councillors are available to attend.

Update noted.

b) **Humber Bridge Soapbox Derby – 15th June 2024**

i) The Clerk advised that there are 20 teams and the event planning by Hull4Heroes is going well. An addition of a Park and Ride has been made which runs from Priory Park to the event every 15 minutes which should help with the parking. The Event site plan has been altered, creating additional on-site parking. Update noted.

ii) Committee to approve the transfer of the budget of £2000 to Hull4Heroes to assist with costs of the event.
(Hogan/Craggs)

Resolved – to transfer the budget of £2000 to Hull4Heroes to assist in the running of the event.

c) **Business Event – 17th June 2024** – S Rowland advised that there will be 2 sessions, 1.00pm-2.00pm & 5.30pm-6.30pm and representatives from Hessle first, ERYC Local Growth and Business Support Teams will be in attendance. She has visited most businesses, encouraging them to take part in the event, and has received bookings for both sessions 8 for the earlier and 9 for the later. Update noted.

d) **Children's Trail – 20th July -1st September 2024**– S Rowland advised that she has attended a focus group with children from a local primary and a safari theme has been chosen for the trail. She is hopeful that at least 20 shops will take part in

displaying a picture in the window – all to be collected and submitted for a small prize. She is also looking into a photo station at the end of the trail. A poster competition is planned with the involvement of the local primary schools and the Mayor has been asked to judge the winner. Update noted.

- e) **Playday – 9th August 2024** – S Rowland advised that the event would take place on Tower Hill Memorial Park between 10am-3pm. She envisages the site be divided into zones, to include a baby/ toddler’s area, reading area, arts and crafts, workshop, play/physical and food and drink. The event is aimed at 0-12year. Local groups have been invited to deliver sessions and to promote services. She is planning a joint grant funding application through ERYC Do It for East Yorkshire for both the Children’s Trail and Play Day. Update noted. Cllr Pickering thanked her for all her work so far.
- f) **Christmas Lights Switch-On – 29th November 2024**
 - i) Committee to note that the survey is now live and is open until the 17th June. Noted.

134645 MARKET – S Rowland advised that she is still making enquiries with regards to locations and providers. Noted.

134646 HESSLE FEAST – Sunday 14th July 2024 – no further updates from organisers. Noted.

134647 WWII COMMEMORATE SIGNAGE HESSLE RAILWAY STATION– Mr Withers to provide any further information. No update as Mr Withers was not able to attend the meeting.

The Communications meeting will now commence. Advisory members are welcome to stay if they wish.

134648 INCOME AND EXPENDITURE: Committee to note the Communications (Newsletter/ Website/ Noticeboards) Income & Expenditure to 30th April 2024 (Pickering/Craggs)

Resolved - The Income & Expenditure for the newsletter/ Website and Noticeboards was noted.

134649 COMMUNICATIONS & SOCIAL MEDIA OFFICER – T Reading introduced herself and provided an overview of her role. She advised the committee that the Town Council was now on social media platforms, and she was populating with events, including the Christmas Light’s survey. She intends it to video led content which links back to the Town Council website. She will also be sharing relevant community posts. Update noted.

Cllr Pickering thanked her for her work so far.

134650 NOTICEBOARDS – Tranby Fields Development – Committee to note that the Clerk has written to the developer requesting permission to install a noticeboard on the site. No further updates. Committee to consider if they wish to look at an alternative location. The Committee considered this and agreed to chase up the developer for permission to instal the noticeboard on the land.

(Pickering/Craggs)

Resolved – Clerk to chase up the request to the developer regarding granting permissions to Hessele Town Council to install a noticeboard on the land next to the play area on the Tranby Fields development.

134651 NEWSLETTER ISSUE DATES – Committee to consider the email from Cllr D Nolan and consider if they wish to change the issue dates of the newsletters. The Clerk advised that with the current production and delivery schedule the May issue of the newsletter would never have had current Committee details as the Council AGM is after the date of publication, and all providers of content were advised of the delivery date before submission of articles. The clerk advised that she has received no complaints from residents regarding this issue and the timings of the articles in it. The Clerk advised that the delivery of the newsletter takes nearly a whole month as it is delivered by one person.

(Pickering/Craggs)

Resolved – That the newsletter schedule remain as it currently is – January, May and September.

134652 'HESSLE TOWN' – Issue 116 – Sept 2024

- a) Committee to consider the content for the next issue. Suggested items
 - i) Hessele Town Council Updates / Mayor's Diary/Committee updates
 - ii) HTC Event updates
 - iii) Hessele Sporting ¼ page Advert (TBC)
 - iv) Mind cheque presentation Mayor's Civic Charity 2023/24
 - v) Specsavers advert – full page (TBC)
 - vi) Crawshaws Roofing ½ page advert (TBC)
 - vii) AP Print & Design – ¼ page advert (TBC)
 - viii) Humber Talking – Humberside Police survey.

Additional articles were discussed –

- ix) -Positive neighbourhood WhatsApp group
- x) -Disposing of dog waste correctly – Cllr Pickering to draft this
- xi) -Humberside Police - information/ updates
- xii) -Quiz or wordsearch

The committee noted the content so far and the suggestions made. The clerk advised that articles for the next newsletter should be brought to the next committee meeting as this is the last one before the next edition. Update noted.

- b) Timetable – To printers by early-August, delivery company- end of August, delivery throughout September. Noted.

134653 WEBSITE - T Reading advised that she has included updates from Humberside Police on the home page of the website. Noted.