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Minutes of the Events Committee Meeting 07/26 held on Tuesday 3rd November 2026

Councillors Present: Cllrs J Gilbody (Chair), H Varney (vice-chair), A Beckett and Sue Wood.

In attendance: Mrs G Culverwell (Parish Clerk & RFO)

Community Representatives: D Gibb, L Loyd, Z Redfern and S Wood.

Present :3 members of the public

07-26.1 **Apologies for absence and acceptance of reasons given to the Clerk prior to the meeting.**
Apologies for absence were received from Community Representative Wayne Kingscott.
The Committee **Resolved** to accept the reason provided.

07-26.2 **Receipt of any Declaration of Members Interests under the Localism Act 2011**
No other new declarations were made under the Localism Act 2011.

07-26.3 **Minutes of the Events Committee Meeting held 13th October 2026 to be approved.**
It was **Resolved** to accept the minutes of the Events Committee Meeting held on the 13th October 2026 as a true record of the meeting and were signed as the Minutes of that meeting accordingly.

07-26.4 **Public Speaking**
(A period of not more than fifteen minutes will be made available for members of the public and Members of the Council to comment on any matter).
D Gibb raised concerns regarding litter following Halloween, particularly broken glass in the village centre. Members discussed providing litter bags at future events. Representatives from Overwatch Community Response were present and would contribute under the Firework Display agenda item.

07-26.5 **Receive and consider any Correspondence and Clerks Items.**

Actions from last meeting

Item No:	Action	Date to be completed by
06-26.07	The Clerk to authorise the selection of stalls at events	Completed
06-26.08	Confirmation received that Scouts would provide First Aid at the fireworks display. Readvertising the Firework display. Register the event with DCC Derbyshire prepared website	Completed Completed Completed
06-26.10	Side road barriers to be installed prior to the parade. CPO to organise the road signs giving notice of the event and roadblock.	Volunteers arranged Completed

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06-26.11	Purchase 6 charity buckets To confirm if the pub will do Teas and Coffees on Remembrance Day Erect Soldier silhouettes Install Poppies on lampposts throughout the Village Order a new Christmas Fayre advertising banner	Arrived See item 9 Completed Completed Completed
06-26.12	Accept the quote of £2970 to supply staging, sound (Line array speaker system)	Completed, deposit paid
06-26.13	Approve the contract initially for the first 6 months for a second terminal	Completed

The Clerk reported that actions arising from the previous meeting had largely been completed. Charity buckets had been received, stall allocations for the Christmas Craft Fayre had been confirmed, advertising had been completed, and remembrance decorations including poppies and soldier silhouettes had been installed throughout the village.

The Committee noted that the official road closure order had been granted for the Remembrance Parade and that Peak 4x4 had confirmed attendance to assist with arrangements.

Members were advised that the public house would not be serving refreshments prior to the Remembrance Parade, however refreshments would be available afterwards as in previous years. The gym is available for parking and they will have their café open for drinks before the parade.

07-26.6 Receive and consider any Chairs Items.

The Chair advised that there were no specific items to report and that all matters requiring consideration were included within the meeting agenda.

07-26.07 Review and approve the Christmas Fayre Risk Assessment

Members reviewed the Christmas Craft Fayre Risk Assessment. The impact of the planned High Street Road closure was discussed. Members agreed the event should proceed and that stallholders should be kept informed through social media and existing promotional channels.

It was **Resolved** to approve the Risk Assessment.

07-26.08 Review and approve the Christmas Lights switch on Risk Assessment

Members considered arrangements for the event, including the distribution of selection boxes and the planned switch-on ceremony. It was confirmed that a first aider would not be required for the event and Members were satisfied that adequate control measures were in place.

It was **Resolved** to approve the Risk Assessment.

07-26.09 Receive and consider any updates relating to the following events:

<u>Firework Display</u>:

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Representatives from Overwatch Community Response attended to confirm final arrangements for the Firework Display scheduled for 6 November 2026. Overwatch advised that between seven and eight personnel would be on site from 4.00pm and outlined crowd management and traffic control arrangements for the end of the event. Particular emphasis was placed upon managing pedestrians crossing the road following the display, following several near misses at the previous year's event.
Members confirmed that volunteer numbers were sufficient to support gate control, catering operations and general event supervision. Food orders had been completed and arrangements made for obtaining remaining catering supplies. Additional volunteers had also been secured.
The Committee agreed food pricing for the event and supported the production of a price list for display on the evening. It was agreed that burgers/cheeseburgers would be sold at £4, double burgers/cheeseburgers at £6, mushy peas at £1 and tea, coffee and hot chocolate at £1.
Members thanked Overwatch Community Response for their continued support.

Remembrance Parade:
Members noted that the official road closure order had been received. Final arrangements for the parade were discussed, including assembly times, road management, parade staging and barrier deployment. It was confirmed that Peak 4x4 would continue to assist with traffic management arrangements and that barriers/volunteers would be deployed at key locations and side roads whilst maintaining emergency vehicle access. The Committee was satisfied that arrangements were progressing appropriately.

Christmas Craft Fayre:
Preparations continue. Members discussed the impact of the High Street road closure scheduled for the same day as the event. It was acknowledged that accessibility may be affected; however, cancellation was not considered appropriate due to preparations already undertaken and commitments made by stallholders. It was agreed that stallholders should be informed of the situation and that publicity should continue to encourage attendance.

Christmas Lights Switch On:
The Committee noted that the event would take place prior to the next scheduled meeting. Members discussed arrangements for selection boxes, event equipment and event preparations. It was agreed that approximately 200 selection boxes should be purchased

Christmas Carol Concert:
Members received an update on arrangements for the Carol Concert. It was confirmed that mince pies had been ordered and that refreshments would be available. The Committee discussed the need to finalise the programme and song order, and it was agreed that further contact should be made with the CPO regarding programme arrangements.
The Clerk to take teas, coffees and mugs to the Church.

New Years Eve:
The Committee reviewed ticket sales and noted that bookings remained relatively low at the present time, although Members recognised that sales traditionally increase nearer the event date. The possibility of setting a booking deadline to assist planning was discussed as the end of November.

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Members agreed to continue promoting the event and review bookings at the next meeting.

07-26.10 Consider holding a warm bank Christmas party on 8th December 2026 at a cost of £250.00

Members were advised that food for the Warm Bank Christmas Party had been offered free of charge by a regular attendee.

Resolved that no Council budget allocation would be required.

07-26.11 Consider and approve arrangements for Tibfest 2027, including proposed performance acts.

Members commenced discussions regarding entertainment for Tibfest 2027.

A range of performers and tribute acts were considered. Members discussed maintaining a balance between local talent, tribute performers and acts aimed at younger audiences. Various performers were suggested together with the possibility of securing a K-Pop themed entertainment and other family-friendly acts.

The Clerk and Cllr Gilbody was requested to undertake further research into available acts, obtain promotional material and indicative costs, and present further recommendations to a future meeting.

Members also discussed whether an Elvis tribute act should be included again and agreed that alternative options should be explored before any final decisions were made.

07-26.12 Consider potential future fundraising events.

Members agreed to defer consideration of future fundraising events until the next meeting due to time constraints and the number of forthcoming events currently being organised.

07-26.13 Exclusion of public and press.

To exclude the public & press, in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, by reason of the confidential nature of the following business.

No confidential matters were considered.

07-26.14 Confirm date and time of next meeting.

The next meeting of the Events Committee will be held on Tuesday 8 December 2026 at 6.00pm

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Actions from this meeting

Item No:	Action	Allocated to	Date to be completed by
07-26.09	Produce and display Firework Display price lists showing agreed catering charges.	Clerk	6th November
	Continue promotion of the Firework Display through social media channels.	CPO	Immediately
	Inform Christmas Craft Fayre stallholders of the planned High	CPO	Before Event

	Street road closure and access arrangements.		
07-26.09	Purchase approximately 200 selection boxes for the Christmas Lights Switch On event.	Cllr Wood	Before event
07-26.09	Contact Cllr Gilbody regarding the Carol Concert programme and running order to finalise. Refreshments to be taken to the church Inform via social media of ticket selling deadline 30th November 2026 for New Years Eve Event	CPO and Cllr Gilbody Clerk CPO	Before next meeting 14th December Immediately Immediately
07-26.11	Research Tibfest 2027 performers and costs	Clerk and Cllr Gilbody	08/12/2026

Meeting finished 18.58 pm

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