**Workington Town Council**

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**Minutes of the Culture & Community Committee Meeting of Workington Town Council which took place at 7pm on Tuesday 16th April 2024, held in the Workington Town Council Community Centre, Princess Street, Workington.**

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| --- | --- | --- | --- |
| Cllr Ellie Wood (Chair) | Present | Cllr David Farrar (Vice Chair) | Present |
| Cllr Barbara Cannon | Present | Cllr Susan Martin | Present |
| Cllr Sue Fryer | Present | Cllr Tricia Poole | Present |
| Cllr Jackie Kirkbride | Absent | Cllr Kate Schofield | Apologies |
| Cllr Nath Martin | Absent | Cllr Joan Wright | Present |

In attendance: Interim Proper Officer.

**C24.1 Apologies:** Apologies were noted from Cllr K Schofield.

**C24.2 Declarations of Interest:** None

**C24.3 Exclusion of Press and Public:** None

**C24.4 Public Participation:** None

**C24.5 Minutes of the Previous Meeting:** Committee approved the minutes from the meeting on 5th March 2024 and affirmed them a true record.

Cllr Farrar asked if Mr Devlin had submitted a formal application for funding, it was confirmed that he had and it would be brought to the next committee meeting, as this meeting had been called for urgent matters.

**Resolved:** To approve the minutes of the meeting on 5th March 2024 and affirm them as a true record.

**C24.6 Public Questions:** None

**C24.7 Questions and Statements from Members:** None.

**C24.8. Motions on Notice:** None

**C24.9 Christmas Lights**

The committee discussed positive feedback from the public with regards to how nice the lights looked in the town over Christmas.

Committee agreed that the additional work on the infrastructure and additional items were needed and agreed to request to Full Council spend approval as the amount is over £10,000.

Additional costs are estimated at:

Christmas tree light hire x 4 £1,327

Steelwork pillar wrap (o/s HBSC) £1,027

Washington Street brackets £360

Cone tree £5,004

Relocation of power source from multi-storey car park to hub £4,695\*

Total = £12,413

This amount is covered in the Christmas lights budget line and is not a request for additional budget.

\*Officers are looking at ways to reduce this cost if possible.

Committee agreed to discuss Christmas trees and locations at a future meeting.

**Resolved:** To request spend approval of £12,500 from the Christmas Lights budget line to Full Council.

**Resolved:** To discuss Christmas trees and locations within the town at a later meeting date.

**C24.10 Budget**

Committee noted the budget monitoring report for year end and YTD for information.

Committee agreed to take spend approval for the following events to Full Council:

Christmas Lights - £12,500 (as resolved in min C24.9)

Theatre by the Hall - £13,500

Party in the Park - £20,000

Christmas Festival - £25,000

**Resolved:** To request spend approval of the following from Full Council:

Christmas Lights - £12,500, Theatre by the Hall - £13,500, Party in the Park - £20,000 and

Christmas Festival - £25,000

**PART TWO – CONFIDENTIAL**

**C24.11 Cultural Marketing**

Committee reviewed information and costs from three marketing companies to assist the events team with promotion of three big council events.

**Resolved:** Committee agreed to hire Natterjack Marketing for the following:

Reach Out £1,500 from Cultural Marketing budget line

Festival of Running £1,500 from Cultural Marketing budget line

Christmas Festival £1,500 from Christmas Festival budget line

Promotional video £500 from Cultural Marketing budget line

**C24.12 Procurement 2024-2025**

Committee noted the report for information.

Meeting closed at 19.35 hours.