# Minutes of the meeting of the Tourism & Leisure Committee:

# On Tuesday 15th August 2023 at The Ashcroft, Market Street, Whitworth

**Members present:**

Councillor David Chorlton (Chair) (DC)

Lindsay Fairhurst (LF)

Michelle Butterworth (MB)

Mark Ambrose (MA)

Sarah Rhodes (SR)

Anne Tattersall (AT)

Minutes taken by Rachel Hodson (RH)

**AGENDA:**

1. **To receive apologies.**

Angela Wardle, Jemma Harden, Will Calderbank, Aimee Walker, Lisa McDowell, Mike Royds, Marilyn Jones, Carol Thomson and Les Hirst.

1. **To receive declarations of interest.**

None.

1. **To consider the minutes from the last meeting on 15th June 2023, and to approve the minutes by the signature of the Chairman as a correct record.**

Done.

1. **To finalise plans for the Rushcart and allocate jobs on the day.**

Volunteers for the day – DC, LF, MB, LMcD and RH. DC will ask on the Facebook group for any further volunteers. AT will be helping St Barts with the food but if there are any surplus volunteers with St Barts, she will release them to support the TLC. DC suggested volunteers meet at The Ashcroft at 10am. AT will liaise with Aimee and RH regarding access for St Barts. LF is happy to do glitter tattoos again - will need the high stools for this please, LMcD will take photos. DC will meet with the marshals at 12.30 prior to the parade. DC will liaise with WLC CIC regarding recruiting other volunteers to marshal. LF will liaise with DC regarding other possible marshals. RH & MB are happy to man the TLC stall. DC will do the announcements. RH will order the barriers the week before, approx. 23rd August (5 working days turnaround). DC will help to put the car park signage up the week before. RH to send letters to Co-op & Tesco asap. MA will provide the dancers running order. DC has the CD and leads and will provide extra extension leads. To ask for donations for glitter tattoos (RH will check if any stall holders are also doing these and feedback to LF). TLC stall to have duck sponsorship forms, glitter tattoos, badges/magnets (£1 each), poster for volunteer recruitment and popcorn (50p each). RH will check the popcorn supplies and order more containers. DC to contact Stacksteads group re gazebo - if unavailable, will contact Chris Rothwell. RH to label inside tables with stallholders names and provide layout map for outside stalls/barriers. AT asked if volunteers would like bacon butties for breakfast – DC will message the group to ask. MA requested that space be left inside in front of the stage for dancers please. RH will email all stallholders asking whether prefer indoor or outdoor location – all outdoor stallholders will need to provide their own tables and, ideally, a gazebo.

1. **To update on the wreath making event.**

LF will lead on this event. The event is planned for Sat 2nd December, LMcD has booked the hall. LF has collected a bag of pinecones, SR will get some more. RH has advertised the event in the WVN and it is bookable on the website. RH to put posters up after the Rushcart. DC will email out to see who is available on the day. MB, MA and RH are happy to help set up on Friday and on the day. SR can provide holly.

1. **To update on the Santa Express.**

DC is trying to get quotes for new lights. Designs have been drafted but is awaiting responses from companies, he considered if the TLC could make their own lights? LF suggested that they could be laser cut. DC will look into this. DC proposed that more people are in the front car this year. The event is planned for 16th & 17th December. Dc will send out an email asking who can volunteer this year. RH asked who is approving the route as it would be helpful if this could be in the next WVN. DC will liaise with the Parkers regarding this.

1. **To plan a night out selling ducks (October/November) and a night to check and re-number ducks.**

DC suggested this should be later in the year – he will organise this by email. DC will also send out an email organising a night for checking ducks – either Weds 24th or Tues 30th August at 6pm in the council chamber. MB to look into the Hebden Bridge duck race and feedback. RH to apply for small lottery licence. DC will send a link to RH for the padlocks required to be purchased. MB has the winning ducks signs and will bring them on the day.

1. To update on plans for another first aid event.

RH apologised that she hadn’t had time to look into this. MB will oversee this and liaise with the providers and see what they would like to do.

1. To update the group on the progress made on the poppy project.

DC updated members that BCH have made a test poppy and agreed to make 457 poppies for free. The powder coating will cost approx. £2,000. DC reported that it has been suggested that they are sold for a minimum donation of £20 each. DC said that there will also be 3 other coloured poppies (white, black, purple) and signage explaining the reason for the display. All profits would go to the Royal British Legion.

DC said that all those purchasing poppies would receive a signed certificate, printed on card. LF asked if the poppies would be numbered so identifiable to the purchaser. DC will look into this. RH will discuss with DC the administration of the donations, certificates, etc.

1. To set a date for the next TLC meeting

Tuesday 12th September at 7pm at The Ashcroft.

There being no further business the meeting finished at 8:30pm.