



KIRKBYMOORSIDE TOWN COUNCIL

Church House
7 High Market Place
Kirkbymoorside
YO62 6AT
Tel: 01751 432217

town.clerk@kirkbymoorsidetowncouncil.gov.uk

COMMUNITY CELEBRATION EVENT CONSIDERATIONS

Extract of Minutes of the Ordinary Town Council meeting on Monday 15 May 2023

23024 Agenda item 25. Review of the format of the annual Town Meeting and presentation of the Community Award.

Cllr Wells explained that, in their opinion, the current arrangement of presentation of the Community Award followed by the public session offers little opportunity to celebrate the achievements of the award recipients. They proposed that consideration be given to a separate annual meeting/event that would offer the opportunity to celebrate the community's achievements over the previous 12 months, including presentation of the Community Award and receipt of reports from local group and charities, and the focus of the annual town meeting would be to provide an opportunity for members of the public to bring to the meeting's attention issues and concerns about Kirkbymoorside.

Cllr Wells proposed inclusion of an agenda item on the June meeting, to consider the format of an annual event in 'Celebration of local contributors and champions'. **Agreed.**

Extract of Minutes of the Ordinary Town Council meeting on Monday 19 June 2023

23056 Agenda item 28. Questions to the Chair

Cllr Illingworth noted that further discussion of Agenda item 25. from the May meeting, with regards to consideration of the format of an annual event in 'Celebration of local contributors and champions' had not been included on the June agenda and asked if it could be included on the July agenda.

Extract of Minutes of the Ordinary Town Council meeting on Monday 17 July 2023

23067 Agenda item 10. An event for presentation of the 'Community Award' and an opportunity to acknowledge the community's achievements over the previous 12 months, including receipt of reports from local group and charities was **considered**.

Cllr Wells reiterated the proposal to hold a community focused event, to include presentation of the Community Award, separate from the annual town meeting, which is a statutory requirement¹. The community event would be held on a different day, inviting representation and participation by all local groups, businesses and members of the community.

Cllr Moffat suggested that participants could be offered space for display, much like an 'open day' to promote the local clubs and initiatives.

Cllr Illingworth suggested the introduction of a local nomination scheme which would provide the opportunity to champion local initiatives and individuals.

Cllrs Illingworth and Moffat volunteered to draft an event proposal for consideration at the September meeting. **Agreed.**

¹ LGA 1972, Sch 12, paras 7 and 23.

Extract of Minutes of the Ordinary Town Council meeting on Monday 20 November 2023

Present: Councillors C Dowie, J Illingworth, A Moffat and J Wells.

23143 Agenda item 14. Community Celebration Event considerations pursuant to Minute 23090 dated 18 September 2023

- a. The award criteria was considered and the following awards **agreed**:
Voluntary organisation/charity of the year
Membership Group of the year
Quiet contributor of the year
Young person of the year (0-25 years)
- b. Consideration was not give to inviting a local role model to participate in the event as presenter/MC and member of the judging panel due to resolution made that at the meeting dated 18 September (Minute 23090 Cllr Wells proposed that judging should be by Town Council members only and presentation of the awards may be delegated to an appropriate individual/organisation representative. **Agreed.**)
- c. Logistics of the event including date, venue and capacity were **considered**. It was **agreed** to hold the event in the Memorial Hall. Cllr Dowie proposed to proceed with the most convenient date determined by the hall availability. **Agreed**. The capacity of the venue together with details of layout, accessibility etc will be established in further conversation with the Memorial Hall.
- d. The nature/format of the awards was **considered**. Cllr Dowie proposed that wherever possible the award could be made by local manufacturers. **Agreed**. Cllr Moffat proposed an honours board to provide a visible record of the award recipients. The proposal was enthusiastically received and consideration of associated costs and the situation of the board will be given as information becomes available.
- e. The financial implications of the event are yet to be determined but will include venue hire, production of awards and honours board, catering, and publicity. Cllr Wells proposed inclusion of an agenda item for consideration of the same at an appropriate meeting in the new year. **Agreed**.

Extract of Minutes of the Ordinary Town Council meeting on Monday 15 January 2024

Present: Councillors J Coughlan, C Dowie, J Illingworth, A Moffat, A Riby, J Wells (Chair) and S Woodhams.

23174 Agenda item 9. An update on progress of arrangements for the Community Celebration Event on 12 October was received and next steps considered as follows:

- Draft budget of approximately £3000 to hold the event, circulated.
- Single sponsors to be approached to support the event, draft letter circulated.
- Gantt project chart mapped out to October, circulated.
- Need to consider potential membership groups/organisations to approach to come to the day event – shortlist of proposed groups to be submitted for consideration at the next meeting.
- Need to arrange monthly progress meetings.

Extract of Minutes of the Ordinary Town Council meeting on Monday 18 March 2024

Present: Councillors C Bettany, C Dowie, J Coughlan, J Illingworth, A Moffat, A Riby, H Shields, J Wells (Chair) and S Woodhams.

23209 Community Honours Board

- a. A ceiling budget of £700 was **agreed** for the costs associated with manufacture and installation of the Community Honours Board and that the cost should come out of sponsorship raised.
- b. A design and specifications of the Honours Board was **agreed**.
- c. Agreement by The Memorial Hall Committee for installation of the Honours Board was **noted**.

23210 Community Celebration Event

- a. The draft criteria for the community awards were **agreed**.
- b. The draft award policy was considered and **adopted**.