



Killamarsh Parish Council

Killamarsh Parish Office
Stanley Street
Killamarsh, S21 1EL

Tel: 0114 247 2260
Email: parish.office@killamarsh-pc.gov.uk
Website: www.killamarsh-pc.gov.uk

To: All Members of Killamarsh Parish Council Events & Communications Committee

You are Hereby Summoned to attend a meeting of the Parish Council to be held on WEDNESDAY 2nd October 2024 at 6:30 PM KILLAMARSH COMMUNITY HUB.

Yours sincerely

Mrs Gail Blank
Clerk & Responsible Finance Officer to the Parish Council

AGENDA

1 Chair's Announcements

- To receive the Chairman's opening announcements.

2 Apologies for Absence

- To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting.

3 Declaration of Disclosable Pecuniary & Other Interests

a. To receive declarations of disclosable pecuniary interests (DPI) and personal and prejudicial interests from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with the LGA 1972, s117.

b. To receive, consider and record Members requests for DPI dispensation (section 31 Localism Act 2011) in connection with items on this agenda. Applications for this must be made in writing to the Clerk prior to the meeting.

4 Adjournment for Public Participation

- To adjourn the meeting for 15 minutes to allow members of the public, 3 minutes each, to make representation on the business of the agenda for the meeting. No resolutions can be made under public participation.

5 Exclusion of the Press and Public - Public Bodies (Admissions to Meetings Act) 1960

- To consider and resolve any agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for matters appertaining to confidential or exempt information.

- 6 Minutes from the previous meeting**
- a. To approve the draft minutes of the Events & Communications Committee meeting held on 31st July 2024. (attached).
 - b. To receive an update on any ongoing issues not covered as an agenda item.
- 7 Parish Suite**
- a. To receive a request from Cllr Rice to consider the purchase of a portable stage.
 - b. To consider and approve (if applicable) the purchase of internal doors for the Parish Suite main hall (quote attached).
 - c. To consider and approve the Hire charges for the Parish Suite for 2025 (current rates attached).
- 8 CLOC Building**
- To consider and approve the cost of repairs to the doors to Community Hub building (quotes to follow).
- 9 Communications**
- a. To consider and approve whether the Parish Council adopts the Parish & Town Councils App offered from Cuttlefish at a cost £225 per annum.
 - b. To approve the Christmas edition of the Parish Council newsletter to be included in the December edition of the newsletter and the contents of the newsletter.
- 10 Community Events**
- a. To receive an update from Cllr Tinley on the Community Awards event.
 - b. To consider holding monthly pensioners social afternoons.
 - c. To consider and approve, if applicable, engaging Extreme Wheels in 2025 (info attached).
- 11 Use of Field**
- To receive a request from Tuckers funfair to use the Parish Council field on the 31st July 2025 to 3rd August 2025 and approve, if applicable.
- 12 Budget Requirements**
- To consider and approve the budget requirements for 2025 (Document to follow).
- 13 Remembrance Sunday**
- To provide an update
- 14 Christmas Projects**
- To receive an update
- 15 Items for discussion for a future agenda**
- To notify the Clerk of any matters for inclusion on the agenda for future meetings.
- PA System for the Parish Suite - currently being investigated by Cllr Wood and the Clerk
 - Marketing & Future Events working party
- 16 Date of the Next Council Meeting**
- To note the date of the next full council meeting is scheduled for 6th November 2024.

PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960

Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which will give reasons for the public's exclusion in accordance with the Public Bodies (Admission to Meetings Act) 1960.

RECORDING OF COUNCIL MEETINGS

Under the Openness of Local Govt. Bodies Regulations 2014, the Council, members of the public and press may film, record or photograph a formal Council meeting when the meeting is in public session. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted.

PUBLIC PARTICIPATION

Notice is given that at a time agreed by the meeting, 15 minutes may be set aside for members of the public to make representation on the business of the agenda for the meeting. Any members of the public shall not speak for more than three minutes unless permitted by the Chair. A question asked by a member of the public during public participation shall not require a response or debate during the meeting though the Chair may direct that a written response will be provided subsequent to the meeting.

CORONAVIRUS

Killamarsh Parish Council will continue to monitor Covid-19 and act accordingly. Attendees are encouraged to register their attendance on arrival and to use the hand sanitiser provided. Members of the public who are unable to attend can email their questions to the Parish office (parish.office@killamarsh-pc.gov.uk) in advance of the meeting which will be read out under the public participation session.



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MINUTES OF THE EVENTS AND COMMUNICATIONS COMMITTEE HELD ON WEDNESDAY 31 JULY 2024

Those present :

Chair : Cllr K Wood
Vice-Chair : Cllr C Lacey
Councillors : Cllr S Clough, Cllr C Eggington, Cllr C M Fletcher, Cllr S Reed, Cllr J Sherman
Officers : Mrs G Blank, Miss H Johnson

EC230 Chair's Announcements

The Chair welcomed everyone to the meeting.

EC231 Apologies for Absence

Apologies have been received from Cllr J Windle

EC232 Declaration of Disclosable Pecuniary & Other Interests

a. To receive declarations of disclosable pecuniary interests (DPI) and personal and prejudicial interests from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with the LGA 1972, s117.

None

b. To receive, consider and record Members requests for DPI dispensation (section 31 Localism Act 2011) in connection with items on this agenda. Applications for this must be made in writing to the Clerk prior to the meeting.

None

EC233 Adjournment for Public Participation

A salsa teacher was in attendance to speak to the Council to ask for a reduced rate for his classes and party nights. The Council thanked him for attending and said as the matter was on the agenda it would be discussed further at this point.

EC234 Exclusion of the Press and Public - Public Bodies (Admissions to Meetings Act) 1960

RESOLVED: That due to the nature of business being conducted items 8b and 11 are to be held in closed session.

EC235 Minutes from the previous meeting

a. To approve the draft minutes of the Events and Communications Committee meeting held on 5th June 2024 .

RESOLVED: That the minutes of the meeting held on the Events and Communications Committee are a true and accurate record.

b. To receive an update on any ongoing issues not covered as an agenda item.

EC224 - Beacon - the Clerk showed Councillors a photo of the beacon at Hornsea, which they all liked. The Clerk reported that she had the information she required to put together the planning application and would be speaking to Cllr Clough to plot the exact position on a map.

EC225 - Room 2, Hub - the Clerk informed Councillors that the Lease agreement has now been signed.

EC236 Village Festival

a. To receive feedback from the Village Festival

The Clerk gave the Committee feedback received and the Council agreed some points were worth considering.

The 2024 event was deliberately kept small as it was the first one, the Council now has a better idea what works and what improvements we can make.

b. To consider changing the name of future Village Festivals to Village Fete

The Clerk asked the Committee if they wanted to rename the event as Festival implies a music related event and suggested Fete, Gala or Family Fun Day.

RESOLVED: That the Village Festival is renamed as Village Fete for 2025

c. To decide on the date of the 2025 Village Fete / Festival

RESOLVED: That the date of the 2025 Village Festival is Sunday 6th July 2025

EC237 Parish Suite

a. To consider and approve allowing Extreme Wheels to use the Parish Suite on a Wednesday evening for the Winter youth programme from October 2024 to March 2025.

Extreme Wheels have funding for the winter youth programme and want to once again bring it to Killamarsh. They have approached the Clerk and asked if they can use the Suite as the Hub was too small once the programme took off. The only day currently not committed is Wednesday although there is interest in this evening.

The Parish Councils only contribution required to the project is to provide a safe space, everything else is funded.

The Committee agreed that providing something for the youths of Killamarsh is one of their priorities especially over the winter months.

RESOLVED: That Extreme Wheels are permitted to use the Parish Suite for the winter youth programme from October 2024 to March 2025.

b. To consider, and if applicable, approve a reduced rate for a private hirer wanting regular hires.

Due to the nature of this subject this agenda item was discussed in close session.

The Committees considered the request for a reduced rate for both dance classes and social events. The Council considered how much it costs to open the Suite against the hire rate once VAT is deducted and concluded that they could not afford to run the Suite at a loss.

Although Councillors thought this was a great addition to the Suite, the Salsa dancer isn't a

Killamarsh resident and it is a business.

Wednesday evenings are now committed to the Extreme Wheels project until the end of March 2025. If the Salsa dancer can fit around current bookings he would be welcome to use the Suite but at the £30 per hour rate.

The Parish Council is also happy for the Salsa dancer to hire the Suite for party nights on a Friday or Saturday but at the non resident rate of £60 per hour and the event finishing by 12.30pm. Should the first event generate good income over the bar the Council would consider a reduction on the next event and this may continue as long as bar sales continue to stay at a suitable level (equivalent to an average party booking).

RESOLVED: That the hirers request for a reduced rate is rejected.

c. To receive feedback from the marketing strategy working party meeting.

Cllr Reed fed back from the initial marketing strategy. The main focus of the meeting was how to generate commercial interest in the Suite for meetings and training.

It was agreed packages need to be put together to include catering.

The Committee asked about the catering facilities in the Suite and the Clerk confirmed that she was no further forward.

Councillors were concerned about how much the Council was potentially losing without these facilities and the lack of urgency from NEDDC to resolve the problem.

The Clerk was asked to investigate how much it would be to have the gas supply reinstated. Councillors also asked the Clerk to withhold payment of the next quarter service charge until the issue is resolved. It was agreed that this action be recommended to Full Council for approval.

The Clerk said she would contact NEDDC for an update.

It was agreed that with the Events Manager now leaving another meeting should be arranged.

d. To consider future events for the Parish Suite.

The Clerk revisited the list of events already discussed and informed Councillors that at the minute, with the Events Manager leaving, the office had no capacity to arrange anything other than the Remembrance event and Christmas events.

EC238 Remembrance Sunday

- To consider and approve the format for Remembrance Sunday event.

It was agreed to keep the same format for the Remembrance Sunday event but hold the reception at the Suite rather than the Hub.

RESOLVED: That the format for the Remembrance Service will remain the same as in previous years.

EC239 Christmas Projects

a. To consider and approve the options for the village Christmas Lights.

The Clerk had circulated a report with options to the Committee prior to the meeting and Councillors discussed the options.

RESOLVED: That the Council purchase 6 of the abstract design motifs from Blacheres for the lamp posts on Bridge Street and the Merry Christmas Motive is purchased for the Community Hub. The Council will also purchase 40 Christmas trees with coloured lights for the usual lampposts around the village and also a tree for the Parish Suite from Hobson's.

The Clerk asked Councillors if they wanted to replace the damaged tree in the precinct. Councillors agreed to this and also asked the Clerk to look into having an electricity supply put near the tree.

RESOLVED: That a replacement tree for the precinct is authorised.

b. To consider and approve the Christmas Events.

The Clerk made the following suggestions:

Christmas Craft Fayre

Breakfast with Santa

Dronfield Brass Band

Christmas Social afternoon with 'Just Us' choir, bingo, quiz and buffet.

RESOLVED: The Christmas events are approved.

Councillors also consider the New Years Party. It was agreed that the event should be limited to 85-90 people and that a doorman would be needed on the night.

RESOLVED: That tickets for the New Years Party will be £10 for adults and Children over 16, £5 for under 16's. Price of the ticket includes a buffet.

EC240

Staffing

a. Following an email received from NEDCC consider and approve, if applicable, increasing the casual bar staff rate of pay from the national minimum wage of £11.44 to the national living wage of £12.

RESOLVED: That the casual bar staff hourly rate is increased to the national living wage of £12.

b. To consider and recommend to the Health, Safety and Wellbeing Committee the options to replace the Events and Marketing Manager.

Due to the nature of this subject this agenda item was discussed in close session.

The Clerk present a couple of options which were discussed by the Committee and a recommendation to the Health, Safety and Wellbeing Committee was agreed subject to the Clerk speaking to current staff members.

RESOLVED: That the Committees recommendations are put to the Health, Safety and Wellbeing Committee for approval.

EC241

Items for discussion for a future agenda

- To notify the Clerk of any matters for inclusion on the agenda for future meetings.

Parish Suite - refrigeration of stock room

Parish Suite - PA System

Marketing Working Party

Future Events

EC242

Date of the Next Council Meeting

- To note the date of the next Events & Communications Committee meeting is scheduled for 2nd October 2024 at 6.30pm.

MEETING CLOSED 20:15

Room Hire Charges

The Parish Suite is hired out in multiples of 1 hour with a minimum hire time of 2 hours. The hourly hire rate is as follows –

Standard Rate - £60 per hour

Killamarsh Parish Residents - £30 per hour

For 18th and 21st Birthday parties the rates will be as follows –

Standard Rate - £75 per hour

Killamarsh Parish Residents - £50 per hour

Hire of Commercial Kitchen - £60 flat fee. We have caterers we recommend; you are welcome to use your own but we will require a copy of their Public Liability Insurance and Food Hygiene certificate (minimum Level 2 required).

Bar extension on Friday or Saturday evening until midnight - £60 flat fee

Use of inflatables - £30 flat fee

Use of urn for teas and Coffees - £30 flat fee (hirer to provide their own tea, coffee and milk)

To qualify for the Killamarsh Parish Residents hire rate the Hirer must provide proof of residency in Killamarsh by way of Council Tax Bill/Utility Bill/Bank Statement.

Hourly room hire rate includes tables and chairs but not table linen.

All payment should be made via bank transfer to –

Killamarsh Parish Council

Sort Code – 608301

Account Number – 20420246

Please use the booking surname as the reference.

Parish & Town Councils App

We're excited to announce that the Parish and Town Councils mobile app is now available! The app allows your visitors to view key council information on the go in your own branded mobile application.

Apps are a great modern way to engage with your visitors and to share notifications when you add new content directly to their devices.



What Does It Include?

Visitors can:

- read the latest council news
- view your events calendar
- see when the next council meetings are
- review the current councillor list
- click on quick links to be directed to your website
- receive notifications when you add new content
- search through your news and events
- share any of your posts to their own social media accounts

Key points

- The app adheres to visitor accessibility settings on their devices
- Is compliant with build requirements from Apple and Android
- Is actively maintained and backed up by our in-house developer team

How Will It Be Updated?

The app will replicate your website's colours and content - so you don't have to mess around with any set up.

Your website's news, events, council meetings, representatives and quick links will automatically present in the app, saving you time and effort populating it.

Visitors will get notifications when you add news, events and meetings so they can see all your latest updates live.

Pricing

The app is just £225 + VAT per annum - and there are no set up costs.

Drop us a Support Ticket today to get the app for your council.

Downloading The App

Simply ask your residents to download the Parish & Town Council's App from either the iOS Apple Store or the Android play Store and select your council from the list. That's it!



Parish Council Offer

15 reasons why to choose Extreme Wheels!



Extreme Wheels Roadshows can offer your parish council the following programmes and services:

1. **Urban, Extreme and Action sports** activities – we offer over 10 different activities based around young people's lifestyles and culture, we provide a wide range of the latest extreme/action sport activities for them to participate in which are often linked to their lifestyles such as brands, music and events. Plus, they don't get these types of activities every day of the week!
2. **Lifestyle activities linked to above** - Often young people don't always want to be participating in extreme/urban activities and many of them that attend just want to hang out with the crew. The team has developed some innovative alternative youth engagement sessions based around music and many of the spin offs this can offer, which has seen a massive following when this has happened in the region of 50 to 60 young people per session.
3. **Outreach youth engagement** – During the pandemic the team introduced 'Extreme Outreach' which provide youth engagement on where the young people are at. This is non activity based and focus is on outreach to 'locate and chat' and be eyes and ears, travelling between locations in targeting open spaces, communal, village and town areas, where young people 'hang out'. The team provide informal face to face social interaction offering young people advice, guidance and to give them an opportunity to discuss matters in their community.
4. **Music Events** – Often today music is a massive part of the young people's lifestyle and culture, well without 'Extreme Bass' session we can provide mini music events within your own community, in which we can either provide some local top DJ's or alternative let your people DJ themselves from our Roadshow truck!
5. **Permanent Skatepark Sessions** – If you have a skatepark we can deliver sessions and work with young people on these facilities
6. **Galas and Shows** – if the your organisation, Parish Council or local committees organise events the team can offer Extreme and Action sports activities right through to pro demo shows to the event goes as part of the show offer. Also help you in organising your event.
7. **Working evenings** – We recognise many of the young people hang out in the evenings especially Friday evenings and therefore we work these times (if available) to engage this section of the community
8. **Official openings** – If you are planning a new open space or skatepark official opening, Extreme Wheels can provide one off activities through to staging a grand event by offering multiple activities, shows and pa systems.
9. **Knowing the young people** – with the pedigree of years of working with this age range, we have an excellent understanding on what makes them 'tick'
10. **Extreme Wheels Brand** – many young people associate and identify us with our 'Brand' and not a singular activity provider. They know that when we appear in their communities that Extreme Wheels is different, exciting, cutting edge, extreme, with a modern variety of Extreme/ Urban activities that they will get a chance to participate in!

11. **Strong Social Media following** – In the last few years, we have developed both Facebook and Instagram pages with over a 1000 followers checking out what we are doing on a weekly basis and therefore having direct contact with young people who have previously engaged with us. So, getting to the right young people isn't an issue for the Extreme Wheels Team.
12. **Alternative physical activity** – often young people who engage in the activities which we offer don't see them as 'sport' they see it as laser tag, climbing wall, KMX carting etc., and therefore many of the non-sporty types including females often participate and therefore its 'physical activity through Stealth'
13. **New Skate park builds & Consultation** – Sometimes organisations find it hard to consult with young people especially those who hang around on the street or on open spaces, over the years we have developed a number of options in order to engage these young people along with some innovative consultation methods to find out what they want or feel in their community.
14. **Indoor Sessions** – The team have delivered numerous indoor sessions during the autumn and winter months to give young people somewhere warm and welcoming for them to hang out based around their lifestyle. The aim is to provide an environment that interests them in a non-structured way along with providing a vast array of indoor activities by bringing an 'Extreme' experience inside to engage and entertain today's young people.
15. **The Crew** – many of the team often participate in these types of extreme/urban activities in their own personal time and therefore they bring the added passion, enthusiasm and motivation to the sessions and especially to those young people who engage in the activities.

WOW! As you can see, the strength of Extreme Wheels lies with the ability of knowing the young people and therefore be able to cut across many areas! All our activities and sessions are tailored around your aims and outcomes whether it's just for a one off event or for a series of sessions either during the day or evening including weekends (if available) and therefore we are able to design a programme for you with our impressive portfolio of toys!

Please see attached flyer which explains who we are and what we can offer and also an insight into the range of activities we provide. Extreme Wheels is owned and operated by Bolsover District Council, but we are 100% self-financing and can operate anywhere in the county and country. We come with all the equipment, appropriately qualified staff who are DBS checked and first aid trained as well as all the necessary risk assessments and insurances.

I know the above seems a little excessive to take in! But if you would like to discuss any aspect or would like myself to come to a meeting (or attend a Parish council meeting) please do not hesitate to contact me via email or on the telephone number below.

Please feel free to forward this leaflet onto your colleagues or anyone else you think may be interested in hiring 'Extreme Wheels Roadshows' to attend the shows, activity programmes or community events/functions.

The following page gives you an overview of options and prices if you wish to commission Extreme Wheels

We look forward to hearing from you

Prices & Programmes



All sessions listed below are based on a 2hr session

- **One off session rate** which includes all the activities from the Go-Extreme flyer attached (but excluding the pro demo riders and shows, there are additional costs for these) = £345 per 2 hour session
- **Full School Holiday programme** Including Easter, May half term, summer holidays, oct half term (10 weeks)
10 session = £3200
- **Spring to Autumn Sessions** – Easter holidays to October half term (29 weeks)
29 Sessions = £9048
- **All year round provision** (combination of outdoor and indoor sessions) client must supply an indoor venue. 46 weeks is based on cancellations through the year due to weather and Christmas period
46 sessions = £14352

Bespoke/Alternative packages

If any of the above are not suitable for your organisation, we do offer shorter periods (sessions) or bespoke sessional programmes. However, due to the high level of interest/demand for EW services any options other than those above will be confirmed in Feb/March 25. If you are interested in this then please contact the team for ideas and costs. For example, an alternative programme can be:

- **Summer season programme** - May Half term to End of September (19 weeks)

Galas, Fetes and Shows

This package is very much bespoke to each client, if you are considering Extreme Wheels for a local event please contact the team to discuss your requirements. Before contacting the team, please consider the following information as this will be needed in order to supply a package and price:

- Event start and finish time
- Restrictions on vehicle movements before and after event
- How many activities? Do you want Extreme Sports Demo show (stunts)?
- Event surface – hard standing, grass or a mixture of both
- Type of event – local gala, regional event or major event

Look forward to hearing from you

Contact details

Jonathan Tipton (Outdoor Recreation Officer)

Tel No. 01246593059

Email: jonathan.tipton@bolsover.gov.uk

Events Manager

From: Dj Tucker <djtucker1998@gmail.com>
Sent: 24 August 2024 16:23
To: Events Manager
Subject: Funfair 2025

To whom it may concern,

After the success of our 2024 funfair in Killamarsh, we would like to book a date for 2025.

The preferred date for 2025 would be Thursday 31st July- Sunday 3rd August.

We would like to begin setting up Monday 28th July, and the site will be cleared by 12 noon Monday 4th August.

All the logistics of the event would be the same as 2024.

Thank you

Dunny James Tucker