

MINUTES of the **Special Promotions Committee** Meeting held on Wednesday 15 January 2020 at 10.00 a.m. in Court 2, Shire Hall, Bodmin.

PRESENT: Chairman, Councillor D A Henderson; together with Councillors E M Ahearn, T M Barbery, J P Cooper, J R Gibbs, D A Henderson, K J Phillips and P L G Skea.

Councillors T M Barbery and P T Cooper were also present but did not vote, not being Members of this Committee.

IN ATTENDANCE: Mr P Martin (Deputy Chief Executive).

CHAIRMAN'S ANNOUNCEMENTS & APOLOGIES:

There were no announcements and apologies had been received from Councillor P Brown.

| | | Action | Date |
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| PR/2020/001 | <p>Declarations of Interest</p> <p>There were no Declarations of Interest made.</p> | | |
| PR/2020/002 | <p>Public Representation Session</p> <p>There were no members of the public present at the meeting.</p> | | |
| PR/2020/003 | <p>To discuss and, if appropriate, agree events to complement the finish of Stage 1 of the Tour of Britain 2020 in Bodmin on and around the race finish date of 6 September 2020 – Chairman to report</p> <p>The Community Engagement evening held by Mr Lakey was reported by the Chairman to have provided excellent feedback for generating ideas that could complement and help the tour of Britain event. Creative events must be based around entertainment, Live music and food.</p> <p>Technical meetings with the Tour of Britain organisers are underway and the Town Clerk will keep the Promotions Committee informed of progress.</p> <p>It was AGREED to RECOMMEND that the DCE will provide scaled plans of the areas to be used for extra complimentary events in order to properly plan and plot how the events will fit the proposed designated sites.</p> <p>It is estimated that enough space will be provided to accommodate 20 coaches, 10-15 trucks and 50 cars, overall 180 vehicles are expected to be arriving in varying sizes to Bodmin in respect of the Tour of Britain event.</p> <p>Monks walk and St Petrocs Close are clean and tidy for the tour of Britain event.</p> <p>It was AGREED to RECOMMEND that the Parks and Open Spaces team ensure the above are clean and tidy for the event.</p> | <p>DCE</p> <p>POSM</p> | |

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| | <p>It was AGREED to RECOMMEND that the Town Clerk will publish a definitive information list and provide a monthly update. In addition, the event organisers will also disseminate information into BTC for consideration.</p> <p>It was AGREED to RECOMMEND that Rowlands Fair be booked to be held in Fair Park, Bodmin, offering them the weekend 5-6 September 2020 at the normal charge rate. The arrangement terms and conditions must include that the Fair is wholly responsible for security and cleaning up, forming part of their risk assessment and agreement.</p> <p>It was AGREED to RECOMMEND that, if possible, BTC seek prohibition on Street traders during the Tour of Britain event weekend. In addition, Cornwall Council are contacted to see how the prohibition will fit with its Street trading policy.</p> <p>It was AGREED to RECOMMEND offering Dingles Steam Fair the opportunity to hold an event at Dennison Road car park. In addition, discuss the feasibility of holding this event at Dennison Road with Phil Wrixon before contacting Dingles Steam Fair.</p> <p>It was AGREED to RECOMMEND that the Chairman of this Committee will talk to Sam Groome, Kevin Instance and Phil Wrixon in relation to Tour of Britain events. She will report back to the Promotions Committee due to be held on 5 February 2020. The date is a change to meeting schedule which was originally programmed for the 6 February 2020.</p> <p>It was AGREED to RECOMMEND that Councillors Barbery and Phillips will meet with St Austell brewery and Sharps brewery to discuss what sponsorship opportunities they can offer for the Tour of Britain event.</p> <p>Other sponsorships should not be ruled out and any offers must be considered.</p> <p>It was AGREED to RECOMMEND advertising this opportunity to see who expresses an interest in providing this service. Local traders are preferred for their knowledge of local requirements.</p> <p>The Committee must give priority to green service approaches recycling facilities that meet current green credential requirements.</p> <p>It was AGREED to RECOMMEND that Councillor J P Cooper contact Mr P Ugalde to gather information regarding a standard format letter and strategy in respect of food and drink events advertising etc. It was considered that a festival village type event is the best approach. Also, the traders will accept full liability for the event coordinated by BTC. He will also contact Cornwall Food Association for the same purpose.</p> | <p>TC</p> <p>DCE</p> <p>DCE</p> <p>Cllr D Henderson</p> <p>Cllr D Henderson</p> <p>Cllr M Barbery / Cllr K Phillips</p> <p>DCE</p> <p>Cllr J Cooper</p> | |
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| | <p>It was AGREED to RECOMMEND that the Narisa Hall Lawn is allocated for hosting food stalls and charges per pitch will be applied for this purpose.</p> <p>It was AGREED to RECOMMEND that the Town Clerk ascertains with the Jail the current position regarding delivery of the car park arrangements. Also, that he reports back at the next Promotions meeting when this action will be completed.</p> <p>It was AGREED to RECOMMEND that Councillor D Henderson sends an email to BTC Members, including Cornwall Council Members, requesting that they contribute to making events that support and compliment the Tour of Britain a success. Any help would be much appreciated. In addition, to request that CC Members allocate funding from the Community fund for delivering complimentary events.</p> <p>It was AGREED to RECOMMEND that Councillor D Henderson will approach HBH Woolacotts, Bodmin, to see whether they would be prepared to provide a large screen free of charge for the Tour of Britain event.</p> | <p>DCE</p> <p>TC</p> <p>Cllr D Henderson</p> <p>Cllr D Henderson</p> | |
| PR/2020/004 | <p>Any other urgent and relevant item, for information, that the Chairman considers appropriate</p> <p>That a staff member from Bodmin TIC, Councillor D Henderson and, if the DCE has available time, all attend a tourism conference due to be held on 28 January 2020 at Truro, 9.00 am to 4.30 pm. That the cost of £36.00 per delegate over and above free attendees is approved by this Committee in line with its terms of reference. In addition, the Berlingo, parks vehicle is made available for this purpose.</p> <p>There being no further items for discussion, the meeting closed at 11.36 a.m.</p> | | |