

Minutes of the Bicester Town Council Events Working Party Meeting

A meeting of the **Bicester Town Council Events Working Party** was held on Wednesday 13th January 2021 at 19:00hrs on Zoom.

Present:

Cllr Richard Mould –(Chairman)
Cllr Nick Mawer
Cllr Lynn Pratt
Cllr Les Sibley

In Attendance:

Samantha Shippen – Chief Officer
Phil Evans – Service Manager
Zara Sankey – Administration Officer
Matt Birtles – Bicester Green Trustee
Leila Wilcox – Bicester Green Trustee
Janine Squires - OYAP
Donna Waterer – OYAP

In the absence of the Chairman, Councillor Richard Mould was elected chairman.

1. Apologies for Absence

RESOLVED that apologies were received from Cllr Zoe McLernon and Cllr Jason Slaymaker, Cllr Nick Mawer substituted for Cllr Jason Slaymaker.
Cllr Lynn Pratt's apologies were accepted until such time as she was able to join the meeting due to poor connection.

2. Minutes

Members **CONFIRMED** the **MINUTES** of meeting **BE04/2021 – Wednesday 18th November 2020** to be signed at a later date.

3. Markets Update

Members **NOTED** the report of market updates received from Tom Duckham (CDC) that:

- Markets are currently open for essential goods only;
- Bicester Market will continue with food produce only;
- Bicester Market Association are allowing free rent to traders whilst these current restrictions are in place.

4. Virtual Advent Calendar Report

It was **RECOMMENDED** that the 2021 virtual advent calendar be published through Facebook and promoted through the Council's website.
Members thanked the Officers for their work on this and commented that it was really good for external organisations who were involved.

Cllr Lynn Pratt joined the meeting at 19:08hrs.

5. Bicester Town Council 2021 Events Update

Members considered the costings for infrastructure for 2021 events.

It was **RECOMMENDED** that:

1. First Aid be awarded to Company A at a cost of £3,000 for seven events;
2. Security be awarded to Company D at a cost of £9,588.25 for seven events;
3. Toilets be awarded to Company K at a cost of £2,735 for four events;
4. Further negotiations take place in respect of Stage, Sound and Lighting with Company H to further reduce costs or otherwise the contract be placed Company G;
5. Officers seek clarity on deposits and cancellation costs should events be affected by Covid-19 restrictions.

6. Other Events

- a) **Business Society Street Fair** – no update was received from Bicester Chamber of Commerce or Bicester Vision.
- b) **Any other event updates** –
 - i) **OYAP** - has moved planned live sessions to be online following the Covid-19 restrictions. The sessions include art, drama, music and creative writing. They are working with Bicester primary and secondary Schools to promote skills and training for students. A comprehensive program is listed on the OYAP website and previous online content is available to watch through their Facebook page.
 - ii) **Bicester Green** – Trustees, Matt and Leila were welcomed by members to the meeting. The Chief Officer advised that following discussions with Bicester Green there is an intention for them to work closely with BTC Officers on involvement in future events. Officers will also share and promote the online survey for the proposed Eco-Hub on Sheep Street to gain opinions from volunteers, existing and potential customers, to understand how the move would best serve the community.
 - iii) **Women's Cycle Tour** - the Chief Officer advised that following the postponement of the 2020 race in June 2020 due to the Covid-19, the rearranged Women's Tour is planned to take place in June 2021. Bicester will host the Grand Départ (Stage One) Monday 7th June 2021. Members **RECOMMENDED** that Officers promote opportunities for local businesses and groups, such as Bicester Green, to be included in the plans for the event (subject to Covid-19 restrictions).

7. Forward Plan

RESOLVED to:

1. **ADD** the Women's Cycle Tour;
2. **REMOVE** the Business Society Street Fair.

8. Date of Next Meeting: Wednesday 10th March 2021 at 19:00hrs.

Close of Meeting: 19:38hrs