

# BINGLEY TOWN COUNCIL



The Hub, Myrtle Place, Bingley, BD16 2LF

Minutes of the Events, Marketing and Communications Committee (EMACC) held in the Hub, Myrtle Place, Bingley, on Wednesday 22<sup>nd</sup> May 2024 at 6.30pm

**Councillors present:** Carney (MC), Gibbons (PG), Goode (JG)  
**Councillors absent:** None  
**Non Councillor members of the Committee present:** Jane Stone (JS)  
**In attendance:** Eve Haskins (EH, Town Clerk)  
**Members of the public:** None

**Start: 6.30pm**  
**Finish: 7.45pm**

**Apologies to residents: due to technical reasons, this meeting was not recorded and therefore it has not been possible to place it on YouTube**

**2324/74 Apologies for absence**

Apologies received, and the reasons for absence approved, for Chris O'Neill (CO).

**2324/75 Disclosures of interest**

None.

**2324/76 Minutes**

**Resolved** to approve the minutes of EMACC meeting held on 18<sup>th</sup> April 2024 as a correct record.

**2324/77 Confidential items**

None.

**2324/78 Public Participation**

None.

**2324/79 Communication**

The Council's communication with the public was discussed, including the need to delete out of date information from the Council's website: PG confirmed that the new website will allow better control of visible information.

**2324/80 Events**

**a) Feedback from networking event on 11<sup>th</sup> May 2024**

JG reported that the networking event was a positive meeting although short on numbers compared to previous events. It was agreed at the event that a definitive list of contacts is needed to circulate to all for future networking purposes and information locally: agreed that EH to arrange for all local groups/individuals to be contacted to request permission to include them on the list and to confirm their preferred contact details etc., which can then be shared on the Council's website. JG also reported that there were useful updates from Bingley Community Kitchen, Bingley Food Bank and Bingley Airedale Rotary Club at the event, where the latter group were thanked for their valuable help at the

recent event organized by the Canal and River Trust (CRT). The latter event was also discussed, and it was agreed that it could have been better publicized. PG reported that the video of the CRT event has been placed on Facebook: agreed that EH to arrange this to be publicized via the Council's social media channels. JG confirmed that the next community group meeting will be the Green and Clean Forum focusing on composting on Saturday 10<sup>th</sup> August at Cardigan House: agreed that EH to arrange for Cardigan House to be contacted to determine their capacity prior to extending the invitation to all allotment plot-holders.

**b) The Town Council's involvement in local events run by third parties**

Noted the following regarding the Town Council's involvement in local events run by third parties:

- Eldwick and Gilstead Gala, Saturday 29<sup>th</sup> June 2024

PG confirmed that the Town Council have agreed not to hold a stall at the Eldwick and Gilstead Gala on 29<sup>th</sup> June, however individual councillors have been encouraged to volunteer; MC stated that she will attend their next meeting as she has already offered to volunteer on gala day.

- Christmas event organised by Bingley Chamber of Trade

PG confirmed that there are no fresh updates on this event; JG confirmed that he will attend the next meeting of the Chamber of Trade on 5<sup>th</sup> June to obtain further information.

- Bradford City of Culture 2025

PG reported that a whole series of meetings continue to take place to bring groups and ideas together in Bingley to celebrate the City of Culture next year, and highlighted a local Arts Trail which is taking place in Thornton, Keighley and Bingley on 29<sup>th</sup> June this year.

- Other events

JG reported that a skateboarding event is being organized in Myrtle Park for 23<sup>rd</sup> June, and queried whether the Town Council could cover the insurance for this: EH and PG confirmed that the Town Council's insurance cannot be used for an event unless we are the main organizers of it.

JS reported that the Challenge Festival arranged for this weekend has now been cancelled, due to health and safety reasons, although confirmed that it has now been arranged for the bands to play at the Rugby Club and in local pubs and Market Square. MC highlighted that Bradford Council (SAG) do not provide confirmation of event bookings/health and safety risk assessments etc. with event organisers prior to events, therefore they may not have been made aware of possible issues: agreed EH to write to Bradford Council to highlight that the Town Council are concerned about the lack of feedback or correspondence on applications for events in the park, Remembrance Day etc.

**c) Town Council organising events in 2024**

PG reported that Bingley Remembrance Group are moving forward with plans for the D-Day commemoration on 6<sup>th</sup> June, and confirmed that the beacon purchased by the Town Council has been received: agreed that JG to test this prior to the event. MC outlined the event: church bell ringing at 6.30pm and the event commencing at 8.30pm, with the cadets and sea scouts marching to music by Spen Valley Marching Band, then the Lord Lieutenant will read the commemoration, prior to a local vicar saying a few words and a choir from All Saints singing; the beacon, which will be in Market Square, will be lit at 9.15pm. MC reported that she has put out a call for veterans on social media: agreed that she will ask the Admin Assistant to do the same via the Town Council's social media, and also to find out whether any chairs will be required at the event. Also agreed that EH to arrange for the Telegraph and Argus to be informed, MC to arrange for schools to be emailed and PG to arrange for the local fire station to be informed. Also agreed that EH to ask Bradford Council's Ward Officers whether it would be feasible for a D-Day flag to be placed on the flagpole in Market Square for the event.

**d) Bingley Arts Festival 2025**

JS reported that she is still waiting to hear whether a grant has been received for the Bingley Arts Festival planned for the early May Bank Holiday next year, and that as soon the grant decision is known then the search for sponsors can commence. If the grant is not received, there will be a continued search for people to carry out free workshops on the day. She also reported that she is continuing to undertake training in how to run events, and that there are lots of volunteers who have agreed to make bunting for the day: agreed that JG to liaise with Bradford Council's Assistant Ward Officer to investigate the logistics of how the bunting would be put up etc. Also agreed that PG to liaise with the CRT to determine whether they still wish to be involved in this event, and JS to send all the details of the activities that weekend to MC to put together a programme for the event.

**e) Bandstand concerts' project**

JG reported that Julie Roberts at Bradford Council has approved the flyer for the next series of concerts in the bandstand in Myrtle Park in the spring/summer - JG to put a few in cafes, library, etc. and give the rest out at the concerts and EH to arrange for them to be publicized via the Town Council's social media channels. Also agreed that JG to investigate the cost of adaptors for the bandstand once the electricity is fully connected.

**2324/81 Next meetings**

Provisionally agreed that the next EMACC meeting to be held on Wednesday 19<sup>th</sup> June 2024 at 6.30pm in the Hub (meeting dates to be ratified at the Annual Meeting of the Council next week).

**2324/82 Exclusion of the press and public**

There were no items to be discussed in confidence.