



Minutes of the Events Committee Meeting

Tuesday 30th January 2024 6.30 pm held at Wickersley Community Centre

Members : (Acting Chair) Cllrs C Grimes, P Beighton, E Boswell, J Robinson

In attendance: Cllrs C Grimes, P Beighton, J Robinson

Also in attendance: J Whitworth (Assistant Clerk), Cllr A Bates

The Chair welcomed all the attendees.

246 To receive apologies for absence

No apologies

247 To approve minutes of last meeting held on 28 November 2024

Minutes agreed and signed.

248 To resolve if members of the press and public are to be excluded from any agenda items of the meeting due to the nature of the business to be transacted. Under the Public Bodies (Admission to Meetings) Act 1960, S1 (2)

There are no matters to be excluded.

249 To note any matters arising from the meeting of 28th November 2024

Signed :

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Councillor Christine Grimes

dated :

11/5/2024



The committee asked for a total amount received in donations from the Christmas lights switch on. The assistant clerk was unable to provide this amount at the present time due to staff shortages and will provide this as soon as possible.

Action: Assistant Clerk to provide the total amount of donations received

250 To discuss possible venue for 2024 Christmas Lights Switch on Event

Cllr Grimes stated that previously the Cricket Club had been suggested. Two former Events Committee members had had a meeting with the Cricket Club but this was not brought back to the Events Committee. The decision had been made by those two committee members to not hold the event at the Cricket Club. Cllr Grimes is not in favour of holding the event at the Cricket Club as it is felt the switch on would be the Cricket Club's event and not the Parish Council's. It was thought that the Cricket Club would decide times, stalls and also decide whether there should be payment for having a stall or even charge an entrance fee. Cllr Bates is in agreement and indicated that the event wouldn't be able to be on the grass and would have to be on the car park to the rear of the Cricket Club. There has been no official approach from the Cricket Club so no official response is required. Cllr Grimes proposed to not go to the Cricket Club, Cllr Bates seconded and the committee agreed.

Cllr Bates indicated that he understood the Masons has been mentioned in previous years but that this wasn't a big enough area.

Cllr Grimes provided a document which had been prepared regarding any potential move to the Tanyard. Cllr Grimes confirmed that she was not against moving the event to the Tanyard but as the budget is already in this year it couldn't be done this year due to additional costs. Cllr Bates informed the committee that there is some available money which the committee could apply for in addition.

Points from Cllr Grimes' document:

The event runs well and if things go wrong then items are to hand at the community centre to fix the issue.

After the lights were switched on there was an issue with the power at the Tanyard which kept tripping out. Cllr Grimes asked if this issue could be put onto the next parish council meeting so it could be resolved.

There were problems with the lights due to high winds and quite a few were blown down. Cllr Bates confirmed that they were older light strings which didn't connect properly to the newer lights so the connection came apart easily. These older lights will need to be replaced with newer lights.

There was also an issue with some of the gazebos last year due to the wind.

Signed : 

Councillor Christine Grimes

dated : 



Cllr Grimes also confirmed there were concerns regarding moving the Christmas tree, in 10 years there has been no vandalism of the tree at the community centre. It is in the lee of a building and protected against the weather. If the tree was at the Tanyard this would be of concern. Cllr Grimes indicated that when she drives past the community centre when the lights are on it looks great. If the tree is moved to the Tanyard then an electricity feeder pillar needs putting in and permission would be needed from RMBC to install the feeder pillar and put in a base for the tree.

A 5kw generator would be needed. Cllr Bates informed the committee that he could get one.

Toilets would need to be hired. At the community centre there are 2 male cubicles and 2 urinals, 4 female toilets, a disabled toilet and also a toilet in the hall. The portable toilets would need lighting.

Tables and chairs would be needed

4 x Gazebos are required

Road closures are what is of the most concern. The Tanyard would need closure at both ends and there is an email from Highways about traffic concerns. The costs need to be calculated.

The shops on the Tanyard need writing to to see what they think, some of the shops are independent shops and some are national companies. Cllr Bates suggests to write to the owners. Upon speaking to the tenants they told Cllr Bates that the shops pay for the car park and it has nothing to do with the people who they pay rent to. Cllr Grimes suggests to contact the shops and get some sort of approval having informed them of restricted parking and traffic. Once the shops are in agreement then write to the landlords and see whether they have any issue with the event taking place on the tanyard car park. Cllr Robinson asked what if not all of the shops agree and this is something that will need to be looked into.

Cllr Bates provided a scale drawing which showed the extra space available at the Tanyard. Cllr Bates also suggested that the Parish council provide all of the gazebos for the stall holders and that RMBC hire out gazebos but then the gazebos would need to be erected but they come supplied with weights and that the stall holders could drive through the gazebos and park at the back. The gazebos could be tied to the wall and also the vehicles.

Cllr Grimes indicated that one of the problems is having people to assist with setting up.

Cllr Grimes said that the traffic would need to be restricted at both ends of the Tanyard and that this would need to be in place for 12pm

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Councillor Christine Grimes

dated :

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Cllr Bates suggested that a stage is hired that has a canopy and it comes on a trailer, it takes 30 minutes to set up and 30 minutes to take down and the gazebos can be delivered. Cllr Grimes indicated that this would be more involved and more expensive.

Cllr Bates put forward his suggestions

He suggested that the event was an event for the centre of the village and was a different event.

He suggested having the tree at the Tanyard.

No more than 6 portable toilets were needed, 3 at each end with a lamp over them.

Cllr Bates said he had generators and 3 – 4 people who can help.

Security was discussed and it was considered that 2 extra security personnel would be needed so 4 in total.

Entertainment needs to be seen so it was suggested that the entertainment/stage be elevated.

Shops could do a late night opening and it was suggested to invite the shopkeepers to a meeting, they may be able to do Christmas displays in their windows.

The back of the Tanyard was mentioned, this was discussed due to the shopkeepers not wanting to park there as there is an issue with vermin, rubbish and leaves, pet food discarded and cooking oil together with rubbish and a mattress. The hedges need to be trimmed back and rubbish from under the hedges removed.

The timing of the switch on of the lights was discussed, it was decided to keep the time to 6pm.

It was thought that a vehicle may need to be hired for the day.

The big expense will be the stage.

Cllr Grimes asked that costings be put together and it needs to be looked at further.

Cllr Beighton confirmed that she would still like a tree to be at the community centre.

Plan of Action

Assistant Clerk to put together costings

Prepare a letter to go to all shops with a reply slip, to be delivered by hand to the ones who are independently owned and posted to the head office of the other shops. This needs to

Signed : 

Councillor Christine Grimes

dated : 



inform the shops that the car park will be affected from midday and the event will be from 5pm – 8pm with a tear off slip they can complete and return.

Check the date Rotherham are having their switch on and then decide when our switch on date will be, either 16th or 23rd November.

Action : Assistant Clerk to put together costings of everything needed. Assistant Clerk to prepare a letter for the independent and national shops on the Tanyard. To ask that the issue of the lighting issues at the Tanyard be put onto the parish agenda. The cost of a feeder pillar near to the Tanyard to be obtained. The cost of a base for a Christmas tree near the Tanyard needs to be obtained. Check what date RMBC are having their event.

Cllr Grimes did want to discuss the D Day event 6th June. Cllr Grimes is wanting to look at the cost of putting in a Beacon. Cllr Bates suggested that this be done at Bob Mason and be a gas powered one.

Action : Assistant Clerk to look into the cost of a gas powered Beacon

251 To Discuss 2024 Meeting Dates

Cllr Grimes isn't wanting to arrange any dates but one will be needed in April to discuss the Christmas lights.

Date of next meeting : Assistant Clerk to provide date to the Events Committee

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Councillor Christine Grimes

dated :

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