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#### REMOTE COUNCIL MEETINGS.

In accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”), Keynsham Town Council will be holding Council and Committee meetings virtually using the Zoom platform whilst these regulations remain in place during the COVID crisis.

The meeting ID and password specific for the meeting concerned will be available on the agenda posted on the Town Council website, so that members of the public can attend. Details of how to join a meeting using Zoom can be accessed here <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

The Council will be prioritising and focusing on urgent issues/business. Members of the public wishing to address the Council during Public Participation are asked to bring this to the attention of the Clerk or in any case the Chairman before the start of the meeting and are reminded that the Council cannot make any decision on matters that do not appear on the agenda. If any members of the public have questions about matters not on the agenda, they are requested to contact the Clerk of the meeting by telephoning 07904 161097 or emailing [deputytownclerk@keynsham-tc.gov.uk](mailto:deputytownclerk@keynsham-tc.gov.uk)

**TO: ALL MEMBERS OF EVENTS, ARTS, TOURISM AND HERITAGE COMMITTEE**

**c.c. All Town Councillors**

Dear Councillor/EATH Committee member,

You are requested to attend a meeting of the **EATH Committee** to be held **virtually via Zoom Video Conferencing** on **WEDNESDAY 7<sup>th</sup> October 2020 at 4.00 pm.**

Members of the public can attend the meeting via Zoom

**Meeting ID: 898 5105 1927**

**Password:141951**

Details of how to join a meeting using Zoom can be accessed here

<https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

**The Agenda for the meeting appears overleaf.**

30<sup>th</sup> September 2020

Dawn Drury  
Deputy Town Clerk

**THIS MEETING MAY BE FILMED OR RECORDED (PLEASE REFER TO THE TOWN COUNCIL'S PROTOCOL ON THE FILMING AND RECORDING OF LOCAL COUNCIL AND COMMITTEE MEETINGS (adopted August 2014)).**

**AGENDA**

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

RECOMMENDATION:

To receive any Declarations of Interest under Keynsham Town Council's Code of Conduct (adopted on 16<sup>th</sup> April 2019) issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464 and as per Standing Order 3(v)

3. DISPENSATIONS

In accordance with Standing Order 13, to consider any requests for dispensations (for disclosable pecuniary interests) prior to the item (s) being discussed, that Members may only become aware of during the meeting itself and to receive any disclosures of decisions as per item 7 of Keynsham Town Council's Dispensations Policy and Procedure Guide.

4. PUBLIC PARTICIPATION

In accordance with Standing Order 3(e), Members of the Public will have the opportunity to ask the Chairman any question concerning, or make observations upon, the business of the Council, at the start of the meeting, provided notice of the question along with the name and address of the member of public has been given to the Town Clerk at least four clear days before the meeting where possible, and in any case to the Chairman before the meeting. This also applies to all Committees of the Council.

5. MINUTES OF THE LAST KEYNSHAM WINTER FESTIVAL MEETING

RECOMMENDED:

That the Minutes of the meeting held on Wednesday 9<sup>th</sup> September 2020 be approved as a correct record and signed by the Chairman.

6. BUDGETS 2021 – 2022

To considered budgets for the following events and activities for the financial year 2021 – 2022

- (i) Bandstand events
- (ii) New events (general). In 2020 – 2021 this includes VE Day and St. John's 750<sup>th</sup> anniversary funding)
- (iii) Christmas Lights
- (iv) Community Networking Event
- (v) Keynsham Winter Festival
- (vi) Arts General (including newsletter)
- (vii) Tourism

- (viii) Mosaics (monies from CIL)
- (ix) GWR Posters (Restricted GWR Earmarked Reserves)

**RECOMMENDATION:**

That budgets agreed above be presented to full Council.

**7. COMMUNITY & ENGAGEMENT STRATEGY**

**RECOMMENDATION:**

To form a sub-committee to formulate a Community & Engagement Strategy and to agree members for that group.

**8. HERITAGE**

**8.1 HIGH STREET – HERITAGE ACTION ZONE**

Presentation by Georgi Tyler (B&NES Council) on the High Street Heritage Action Zone cultural consortium. Grants available are from £10,000 up to £120,000. An opportunity to support cultural activities in Keynsham.

**8.2 HISTORIC MEMOROBILIA**

Email received from Mr Holbrook (dated 10<sup>th</sup> September) detailing that he has a caricature sketch line drawing entitled 'The Winners Keynsham 1<sup>st</sup> Urban Council' that he would like to donate to the Town Council. His great grandfather was involved with the Council in 1938.



**RECOMMENDED**

- (i) That a letter be written to Mr Holbrook thanking him and accepting the kind offer of the picture.

- (ii) That the Town Council set up a safe storage place of such items for display in the future.

## 9. EVENTS

### 9.1 REMEMBRANCE PARADE

Brief update for the Deputy Town Clerk on the Remembrance Event 2020.

Link to holding page of the Youtube live streaming video

<https://youtu.be/-5d5rXb84bA>

### 9.2 CAMERAS FOR LOAN – LIVE STREAMING OF COMMUNITY EVENTS

- a) To consider costings for live streaming camera/equipment, including number of cameras (costings to be presented at the meeting).
- b) To decided on a deposit fee for the loan of a camera.

## 10. KEYNSHAM WINTER FESTIVAL

### A. WINTER FESTIVAL DRAFT BUDGET

- (i) A draft budget for the event is appended to this agenda.
- (ii) A budget for next year's Winter Festival event.

### B. THE EVENT

Feedback from informal event planning meeting held on 24<sup>th</sup> September 2020.

- (i) Event Programme suggestions and timings (page 6 of the agenda).
- (ii) Inclusion of outside organisations.
- (iii) Virtual platform for streaming update – holding page link.

[https://youtu.be/hpcZUyON\\_Q8](https://youtu.be/hpcZUyON_Q8)

- (iv) Promotion of the event.

Update on Competitions

- (v) Colouring and story writing – colouring sheets and instructions for story writing competition need to be delivered to the schools the week commencing 19<sup>th</sup> October 2020.

**RECOMMENDED:**

That competition closure dates are to be decided.

- (vi) Window competition

## RECOMMENDED:

- (i) That a date for distribution of instructions be delivered to shops be decided.
- (ii) That it is decided who will be visiting all the shops with information and instructions.

11. DATE OF NEXT MEETING

The next meeting of the EATH Committee is scheduled for **Wednesday 4<sup>th</sup> November 2020 at 4.00 p.m. via virtual Zoom Video conferencing.**

Keynsham Virtual Winter Festival – Friday 27<sup>th</sup> November 2020  
Draft Programme Timings (subject to amendment)

- 6.00 p.m. Welcome by Dickensian character & Christmas tree light switch on by colouring competition winner.
- 6.05 p.m. Details of the event programme by Dickensian Character and Christmas Fairy.
- 6.10 p.m. Into St. John's Church for a carol by St. John's Church Junior Choir.
- 6.20 p.m. Exterior shots of St. John's Church lit up as the Church bells are rung followed by images of the Towns Christmas streetlights.
- 6.30 p.m. Back into the Church for one more carol by the St. John's Church Junior Choir.
- 6.35 p.m. Introduction by Dickensian Character – Disney Princesses and Father Christmas – a song from the Princesses – (This group to be transported by either open top car or Chuffy the Train around the streets of Keynsham).
- 6.40 p.m. Pre-recorded from 2 schools – (Not Carols - Christmas song, nativity scene, Christmas sketch, Christmas jokes – 5 mins per school).
- 6.55 p.m. Walk with Dickensian character and Christmas Fairy to Nativity puppet show on the steps of the Victoria Methodist Church or sketch from Johnny G.
- 7.05 p.m. Dickensian Character (pre-recorded) – 3 parts of the Christmas story read in the front of three different shops (parts 1 – 3 of the story).
- 7.15 p.m. Pre-recorded Key Voices Christmas performance.
- 7.25 p.m. Dickensian Character (pre-recorded) – 3 parts of the Christmas story read in the front of three different shops – (parts 4 – 6 of the story)
- 7.35 p.m. Across to the Baptist Church for instrumental by local brass band.
- 7.40 p.m. Dickensian Character (pre-recorded) – 3 parts of the Christmas story read in the front of three different shops (parts 7 – 9 of the story).
- 7.50 p.m. Back to the Church for a carol by St. John's Church Adult Choir.
- 8.00 p.m. Dickensian Character (pre-recorded) – 3 parts of the Christmas story read in the front of three different shops (parts 10 – 12 of the story).
- 8.10 p.m. Pre-recorded from 2 schools (Not Carols - Christmas song, nativity scene, Christmas sketch, Christmas jokes – 5 mins per school).
- 8.20 p.m. Back at the tree – Acoustic performance (slow version of Hark the Herald Angel).
- 8.25 p.m. Final farewell Christmas wish from Dickensian Character, Christmas Fairy, Father Christmas & the singing princesses.

8.30 pm      Pyrotechnic finish – confetti and strimmer burst by the tree.