

# KEYNSHAM TOWN COUNCIL

Notes of the Virtual EATH Consultation held with the Town Clerk on  
Wednesday 9<sup>th</sup> March 2022 at 4.00 pm

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**PRESENT:** Councillors D Biddleston, C Brennan, A McGuinness and B Simmons

Ric Davison and Judith Cron

**IN ATTENDANCE:** Dawn Drury – Town Clerk & Beth Whalley – Keynsham Cultural Project Coordinator

In accordance with the Schedule of Delegation approved by Town Council on April 22<sup>nd</sup>, 2021, the Town Clerk is required to exercise delegated power in consultation with the members of the cttee to make decisions on the following items:

**1. MAKING SPACE FOR OUR FUTURE EVENT 25<sup>th</sup>/26<sup>th</sup> FEBRUARY 2022.**

Beth reported that feedback forms were circulated to community members and to stall holders after this event and responses were as follows:

- Excellent feedback in respect of the workshops and everyone loved the artists. The workshops were well attended. More equipment to resource the workshops needs to be planned next time, as these ran out quite early on due to the popularity of the workshop.
- The booked performers were perfect for the event and there were some great comments about these.
- A lot of people pointed out that they did not know that the event was on and had only heard about it on the actual day. This was probably down to it being a one off event and until we have more regular events like this people probably will not be aware that such things are happening in Keynsham.
- With the short time available for planning and organising, the only publicity that was possible included e.g. the HiKeynsham website, the Town Council and Keynsham local Facebook pages, posters dotted around town, a radio broadcast giving details. The timings did not work for an article in the Keynsham News. Beth submitted a press release to The Week In but this was not included. Ric said to get an article or press release published in The Week In you also need to pay for an advert. It was suggested that Beth and Dawn have a meeting with Stephen of The Week In to try and come to an agreement on how things could work in respect of promoting Town Council events going forward.
- Beth and Dawn are looking at getting the planning application for banner displays renewed and in future banners can be produced and displayed leading up to events.
- The event went quiet once it got cold on the Friday evening and questions were asked why the event was held in February? Due to funding it had to be in February.

- The weather was good on the Saturday which helped.
- There was a request for more craft markets.
- Promoting the fact that the Riverside Plaza will be a space for future events is essential. Comments received were that this area was too tucked away but that will probably change with the improvements to Temple Street.
- People living in the Riverside flats commented that they were pleased to see the space being used, at last.
- The Leisure Centre was very accommodating, and they appreciated the opportunity of being involved in the event.
- Volunteer help was sufficient. When planning future events, especially evening and weekend markets this needs to be thought about carefully. As this event required paying Town Council staff to work out of hours, in addition to all the volunteers, which makes the event more expensive, and it needs to be noted that if this sort of event and markets are to become more frequent then this could be a problem.

Thanks were expressed to Beth for putting on such a great event.

## 2. QUEENS PLATINUM JUBILEE EVENT SATURDAY 4<sup>TH</sup> JUNE 2022

The Town Council camera equipment is due an annual test and it is suggested that this can be arranged at the same time as some training by Spirolux for Councillors and staff. The following Councillors expressed an initial interest in being trained:

Cllrs Biddleston, Brennan and Simmons. Cllr Biddleston said that Cllr Cooper would also be interested. Beth and Dawn would like training. Dawn to email Councillors and seek numbers for a training session and then seek some dates from Spirolux.

The Town Council are way behind in planning this event, so we need to get moving.

Action points for planning the Picnic in the Park event are as follows:

- Use of the Park needs to be agreed with B&NES.
- A rough estimate of first aid crew has been submitted to St. John's Ambulance service and this needs to be firmed up.
- A provisional booking of security stewards with Safe and Sound has been made, again this needs to be firmed up.
- A big screen needs to be found from somewhere. Cllr Biddleston will forward to Dawn details of the company (possibly Suited and Booted) that offers free use of a screen to community groups and had offered the same for the Remembrance Parade. Ric suggested Bath Film Society, but they are not cheap. It was suggested that it could only be shown late at night when it was dark enough in the park. A suggestion was made to hire The Space and to have multiple screenings of the film throughout the day, so that people could book a slot to view the same in comfortable seats inside. The film performances can also be promoted from the park. Also, the film could be uploaded to YouTube and hosted on the Town Council website and HiKeynsham websites, so those that cannot attend the event can also view the same. This would avoid any concerns about a screen, in wet conditions.

- A suggestion of giving away free DVD's of the film was thought not to be such a good idea as people do not tend to watch DVD's these days. Photos of the event on Jubilee memory sticks to be sold on, after the event was also suggested.
- It was suggested that Google photos album with a QR code be set up and this be on all promotional material that would allow people to upload their own photos of the event. Beth agreed to sort album.
- Performers e.g. balloon modellers, magicians, Jubilee entertainers are to be booked. Beth and Dawn will send around a selection of Jubilee entertainers for the Committee to look at and give their choices.
- Music through the ages 40's to current year was suggested for the Bandstand. These performers also need to be booked. Judith said that she would contact Patricia Veale in respect of a jazz band/tea dance performer.
- Ric suggested and sent over details of Ruby Jazz.
- Morris Dancers – Mendip Maids from Saltford were suggested.
- A performance by the RAF Cadet Band, drilling in front of the bandstand was suggested.
- Some of the regular bands that play on the bandstand will be contacted.
- A competition for the best dressed Jubilee teddy bear was suggested. Judge to be confirmed.
- A bake a Jubilee cake competition was suggested. Judge to be confirmed.
- KMFA or the Scouts may be able to loan some marquees. These organisations need to be contacted and this needs to be organised.
- Ric highlighted that cost associated with putting up large marquees would escalate, as this would include extra insurances, wind tolerance tests, etc.
- Some fete stalls were suggested e.g. a plant swap (Keynsham in Bloom possibly), Surplus veg give away (possibly Allotment Association)
- Games such as tug-o-war, parachute, egg and spoon races and sack races, splat the rat, coconut shy, duck race plus others. Caitlin will contact the Scouts to enquire if they have any of these games.
- Judith will paint the Queen and some corgis with cut out holes on a board for a photo shoot. The Town Council Grounds Maintenance Team to prepare the board and allow Judith to paint this at the lock up yard.
- Dawn will contact One Church to see if they would be interested in running some games. Caitlin suggested stick the bow on the bear.
- Dawn will get on with submitting the events management plan.
- Decorating the railings with bunting (In Bloom will have their numerous knitted jubilee projects, bunting, union jacks displayed). Vintage postage stamp bunting could be borrowed from Bath, Beth will progress this. The Town Council also has its own supply of bunting.
- Numbers of attendees were estimated at being at max 4000, but numbers would be less as people would come and go.
- Jubilee Trail – link with Keynsham In Bloom – Decorate your house and garden fit for a Queen.

It was confirmed that the Church do not want a beacon. A beacon on a hill was suggested. Dawn suggested on the hills in Burnett, so that it could be seen from Keynsham. She will speak to the landowner. Cllr Biddleston suggested that the Scouts be involved in this.

Platinum Jubilee Trail app – Vinyl's for shop window for trail & posters. This will be ordered.

The Jubilee bench has been ordered but may not arrive in time. Some deck chairs may need to be bought for the Jubilee Conversation filming. 45 words are required for a plaque for the bench. Councillors will be contacted for ideas of the wording.

### 3. FUTURE KEYNSHAM MARKETS

A visit to Frome market team has been suggested previously and this still needs to be arranged. Beth will try and progress this.

One of the comments about future markets was that they should be mixed providing food and another type (arts, crafts, vintage etc). Craft is popular. Craft Markets are starting every month in the Fear Hall. Caitlin will give Beth the contact details of the Fear Hall Craft Market organiser, so that she can get in touch to see if they would be happy to team up and put on a monthly market on Market Walk. The wind issue on Market Walk was raised and a possibility of the purchase of some wind bafflers was suggested.

Some stall holders have expressed that they prefer markets on Market Walk than on the High Street as it is more compact and less of a long line of stalls.

The construction of a permanent building for Market purposes in Keynsham was suggested. Beth suggested that together with Dawn they could have a meeting with the regeneration team to discuss the problems associated with markets on Market Walk.

The Committee were in favour of having some summer markets. The weekend of 16<sup>th</sup>/17<sup>th</sup> July (a Jubilee market) was suggested and possibly some dates in August. There is also to be some Heritage Open Days planned to take place in the month of September that Beth is working on.

### 4. DATE OF NEXT VIRTUAL CONSULTATION (or physical meeting, if decided by full Council)

The meeting needs to be on a date **to be arranged in April**, as currently the next meeting is scheduled for **Wednesday 8<sup>th</sup> June 2022 at 4.00 p.m.** Meeting to be held by zoom.

The consultation closed at 5.15 p.m.