

SHAW & CROMPTON TOWN COUNCIL
EVENTS, GRANTS & AWARDS COMMITTEE
Minutes of the meeting held on the **8 April 2025** at **7:30pm**
in the Matthias Pilling Room, Town Council Offices,
1 Kershaw Street East, Shaw, OL2 8AB

Present: Councillors, Dunne, Lisa Navesey (Vice-Chair) Lee Navesey (Chair), Reilly and Administration Officer in attendance as well as 6 members of the public.

Councillor Lee Navesey in the Chair

Item

- 1 Apologies:** Councillors, Baker and Marc Hince.
- 2 Declarations of Interest:** None.
- 3 Minutes of the previous meetings:** The draft minutes of the meeting held on the 11 March 2025 were **approved** as a correct record and signed by the Committee Chair.
- 4 Public Participation:** None.
- 5 Town Council Events**
To receive updates/feedback on the following events and agree further action, to include but not limited to: -
 - (i) **Market (23 March 2025)** The Administration Officer advised that she attended the market and spoke with each trader and explained the new process.

Feedback was received and it was agreed by committee that we purchase 8 more weights for the gazebos as a few have gone missing. Committee also requested that the purchase of a trolley jack or sack trolley to be sought and three quotes to be obtained and brought back to the next meeting.
 - (ii) **Future Markets** Next market (27 April 2025) Committee **approved** that the Administration Officer and Cllr Lisa Navesey to contact Traders and see whether they will be participating.
 - (iii) **VE Day 80th Celebrations** – 11 May 20025 at 12pm – 4pm. Cllr Lisa Navesey and Admin Officer agreed to meet up to organise plan of event.
- 6 Outdoor markets – administration and management**
To review and agree respective roles and responsibilities to include but not limited to:-
 - (i) Variety and composition of traders – Committee agreed there needs to be

variety of traders and **approved** recommendation provided by Cllr Lisa Navesey to get in touch with Dean Hopkins to assist us.

- (ii) Administration – bookings, payments and documentation – It was **agreed** by Committee that Cllrs Lee Navesey, Lisa Navesey and the Administration Officer would deal with traders out of office hours.
- (iii) Operational management and volunteer support – Committee **appointed** Julie Webb as Market Co-ordinator and asked the Administrative Officer to order Julie Webb a lanyard.

7 2025/26 Budget

Committee noted the approved budget.

8 Grant application

Committee **Approved** the grant application from Shaw Comrades Bowling Club.

9 Committee Terms of Reference and Scheme of Delegation

Committee **approved** the Terms of Reference and Scheme of Delegation.

10 Grants and Awards

To review the current (a) grants and donations and (b) awards programmes and associated criteria. Committee **deferred** this item as the information was incomplete (no frame included).

11 Dates and times of Future Meetings

Tuesday **6:30pm**: 13 May 2025. Additional dates/times will be confirmed at the Annual Meeting of the Council on the 20 May 2025

The Chair thanked everyone for their attendance and contributions and closed the meeting at 8:50pm

Duration: 1 hour 20 Minutes