

Dinnington St John's Town Council

Minutes of the Town Council Extraordinary Meeting on Saturday 1st March 2025 at 9.30am in Committee Room, Council Office, Laughton Road

Present: Cllr W Hall (Chair), Cllr D Booth, Cllr L Clarke, Cllr G Cruickshanks, Cllr J Hall, Cllr J Hart, Cllr Z Lowe, Cllr T Mulholland, Cllr K Smallwood, Cllr D Smith, Cllr F Walden.

Apologies: Cllr D Adams, Cllr N Ruff, Cllr S Scott, Cllr D Scriven.

In attendance: T Collingham (Clerk), and no members of the public.

50/25 To answer questions from the last meeting: None

To allow for questions from electors of Dinnington to ask one question only in respect of business itemised on the agenda or on a pertinent issue that may arise;

No questions

FORMAL MEETING

51/25 To receive and consider any reasons for absence

Cllr D Smith questioned why the Chairman sought the role, noting that the Chairman had chaired fewer committees than the Vice-Chairman and suggesting a lack of understanding of the responsibilities involved.

Resolved: That the Council received apologies from Cllr D Adams, Cllr N Ruff, Cllr S Scott, Cllr D Scriven and agreed to accept the reasons for absence.

52/25 To receive and record any declarations of interest and if necessary, to receive written requests for dispensations for disclosable pecuniary interests and grant any requests for dispensation as appropriate

No declarations of interest were raised.

53/25 To identify any agenda items which may be considered following the exclusion of the press and public, due to the confidential nature to be discussed. Under Public Bodies (Admission to Meetings) Act 1960, S1 (2))

No items for exclusions.

54/25 To discuss and agree the Terms of Reference of the Community Committee

The Clerk presented a draft of a Terms of Reference for the Community Committee. Councillors highlighted one error and agreed with the accountability, and that decision making will be allowed within budget.

Councillors raised that only members of the Community Committee are delegated to attend meetings of the Summer Carnival.

It was agreed that the maximum number of councillors is seven to align with others committees and that the current remit copied from the previous Community Working Group stands with the newly formed committee.

Resolved: That the Council adopt the Terms of Reference for the Community Committee.

55/25 To determine the meeting schedule for the Community Committee

The Clerk shared a committee schedule that was being formed for the council for future meetings, and proposed for the Committee to take place on a Monday, this will align with other meetings to ensure that councillors aren't having to multiple evenings in a week. The Council agreed with this approach.

The Clerk highlighted for transparency, meetings should take place in an evening after 5:30pm. The Council agreed with this and agreed to delegate the Clerk to set up meetings in an evening once all other committees have a structure.

Resolved: That the Community Committee will meet on the last Monday of the month, and that the Clerk is delegated to align a time based on other committees and to confirm this with council once complete.

56/25 To appoint the members of the Community Committee

Nine members highlighted that they wished to be on the committee. The Clerk advised that due to the oversubscription a vote will need to be taken, the Clerk highlighted to councillors whether anybody not present would like to be on the committee. The Clerk also highlighted that within the Standing Orders, it is possible to have substitutes that can attend when members are not present, however, Council did not want to have substitutes. Councillors voted on each individual nomination.

Resolved: The membership of the Community Committee is Cllr D Booth, Cllr L Clarke, Cllr J Hall, Cllr Z Lowe, Cllr K Smallwood, Cllr D Smith and Cllr F Walden.

57/25 To appoint the Chair of the Community Committee

The Council nominated two councillors and from a vote it was agreed that Cllr L Clarke become the Chair of the Community Committee.

Resolved: That Cllr L Clarke be appointed the Chair of the Community Committee.

Meeting closed at 10.04am

Proposal for Dinnington Summer Carnival

Event Name: Dinnington Summer Carnival

Date: Saturday, June 21 2025

Time: 12:00 PM – Late

Location: Dinnington Rugby Club (DRUFC)

1. Introduction

The Dinnington Carnival is a vibrant community event aimed at bringing people together for a day of entertainment, music, food, and activities. The event will be held at the Dinnington Rugby Club with free public access, ensuring inclusivity for all residents. A parking fee of £5 per vehicle will apply.

This event presents an excellent opportunity for local volunteers, businesses, and organizations to engage with the community, fostering a sense of unity and collaboration. The carnival will also act as a platform to introduce sponsorship opportunities, with the potential for long-term growth in future years.

2. Organisational Structure & Responsibilities

- Dinnington St John's Town Council (DSJTC) will collaborate with Dinnington Rugby Club (DRUFC) to plan the event. While DSJTC will assist in the planning process, all bookings and payments will be managed directly by DRUFC.
- **DRUFC will be responsible for:**
 - Public liability insurance and other necessary coverage.
 - Hiring toilet facilities, including disabled-accessible units.
 - Providing security personnel and event marshals.
 - Managing car parking, including collection of fees.
- **Financial Arrangements:**

Income from parking and stall hire will be equally split between DSJTC and DRUFC.

Additional revenue will be generated through stalls operated by local councillors.

3. Event Features & Attractions

Entertainment & Activities

- **Main Stage:** A 40ft HGV wagon equipped with professional lighting and sound systems.
- **Live Performances:** Two headline acts alongside various performances throughout the day.
- **Children's Shows & Activities:**
 - Dance performances
 - Tug-of-war competition
 - Owl sanctuary exhibit
 - Donkey rides

Food & Beverages

- **Street Food Vendors:** A diverse range of food stalls will be available.
- **Beverage Stations:** Two outside bars, including a dedicated Prosecco bar.
- **Rugby Club Facilities:** DRUFC will provide additional food services, including a BBQ and bar.

Additional Attractions

Chairman Signature:

- **Fairground Rides**
- **Charity and Community Stalls**
- **Game Stalls**
- **DJ & Disco by Crag Radio:** Providing music and entertainment throughout the event.

4. Safety & Logistics

- **Security & Marshals:** A dedicated team will manage crowd control, ensure restricted exit points, and address any concerns related to anti-social behavior (ASB).
- **First Aid Provision:** Qualified personnel will be present to handle medical emergencies.
- **Sanitary Facilities:** Portable toilets will be provided to accommodate anticipated footfall.
- **Traffic & Parking Management:** On-site parking will be available for a £5 fee per vehicle, managed by DRUFC.
- **Coordination with Local Facilities:** The Resource Centre has been engaged to ensure no conflicting events take place on the same day.

5. Potential Revenue Streams & Future Sustainability

- **Income Generation:**
 - Stall hire fees
 - Car parking charges
 - Potential camping fees (details to be arranged)
- **Fund Utilisation:**
 - Revenue will be allocated to a dedicated fund for future events, reducing financial strain on DSJTC and ensuring the sustainability of community initiatives.

6. Funding Proposal

The Council is being asked to provide funding of **£10,000** to DRUFC to assist with the upfront costs of acts, entertainment, and general event expenses. This financial support will help ensure the success of the carnival and allow for proper planning and execution of the event.

To maintain financial accountability, **monitoring of the event will be undertaken both before and after** through either the Council directly or via the newly established **Community Committee**. As part of the funding requirements, **receipts must be submitted** to cover the full amount of £10,000, ensuring transparency and compliance with internal Council processes.

Furthermore, it is proposed that **delegated authority be given to members of the Community Committee** to attend future meetings concerning the Summer Carnival and to oversee and arrange proceedings for the event, ensuring effective collaboration and decision-making.