

STRONGER COMMUNITIES COMMITTEE

Date: 7 June 2021

Title: Third Party Events Report

Contact Officer: Venue & Events Officer – Tomas Smith

Background

This purpose of this report is to update the Committee on the current situation regarding third party events being held in 2021. The first event is always scheduled in July and in correspondence and planning officers are working within the changing parameters of the Governments Pandemic guidance. All parties involved are happy for events to be different this year, with all the planners happy that there is even a possibility of having something to look forward to. These events range from community play days to the annual Remembrance Service.

Current Situation

Witney Carnival

Witney Carnival is being called Witney's Big Teddy Bear's Picnic 2021 which is being organised by the Rotary Club of Witney and partners. The carnival Chair, Mr R Spurs has applied to have it on the **10 July at the Leys between 12 Noon and 5pm**. Please see below the summary of the event provided by Mr Spurs:

Summary and Event Description

The Witney Carnival has been a regular event for over 25 years and traditionally takes place on the second Saturday in July. This year because of impact of Covid19 on Events the Carnival will be replaced by Witney's BIG Teddy Bear's Picnic, 2021. A much smaller Event than the annual Carnival and Procession.

The Event is organised by an organising Committee made up of members of the Witney Rotary Club, Witney Lions, Witney Air Training Corps and Witney Round Table. Any proceeds from the Event are divided between the 4 charitable organisations to provide charitable grants for local people and other charity work approved by the four organisations.

The Event itself is held on the Leys and consists of several varied activities that take place throughout the afternoon. Activities include: a small funfair charity stalls, stationary exhibits, and refreshment outlets serving food and drink. A stage will be in place where music entertainment will be provided. The principal purpose of the 2021 Event is to provide a family entertainment event where the public need not spend any money other than for refreshment. There is no charge for visitor entry.

Key Points:

- The Event outlined above will provide some much-needed relief for young families in and around Witney.

- By adopting this minimalist approach to delivering the Event the financial exposure to all the organising Clubs is limited.
- The support of the Town Council and the SAG are essential to enable the Event to happen.
- It is unlikely that the Event will make much profit if any.
- Unless there is a clear change in Covid19 restrictions to enable a degree of social mixing the Event will not take place.
- It is anticipated that no more than 1000 people will be attending the event at any one time.

The Council is currently still waiting for an updated Risk Assessment from the Carnival planning committee and for confirmation of some finer details which we require to allow the event to proceed.

OPA Play Day

The Council will be working with Oxford Play Association to hold a children's play day on Thursday 5th August on Oxlease at Cogges. The day will run from 11am until 3pm and we have received an up-to-date risk assessment and event plan, so officers are happy for the event to proceed. This should provide fun and games for families and children of all ages as well as providing free entertainment for children who may not have had much to look forward to due to lockdown(s).

Witney Feast

It is intended that Witney Feast will go ahead this year in September, Officers have an initial meeting scheduled with the organiser, Mr Wilson on July 1st. At this point officers will work to deliver a responsible and safe event for the people of Witney and the surrounding area which will work within the Council's and any Government restrictions, which may or may not still be in place at this time.

Remembrance Day

The Remembrance Day Service is being held on **Sunday 14th November 2021**. Officers have been in contact with the RBL representatives and its previously employed parade marshal who have helped run and organise the Remembrance service over the years.

Officers are in the process of contacting all groups who are usually present on the day to ascertain their individual needs and requirements for the service.

All other standard operating procedures usually associated with the Remembrance service are currently being reviewed and Witney Town Council Officers are currently working on the detail and requirements needed to ensure the day is run with the maximum dedication and efficiency.

Officers are looking into the necessity of having a Military Parade which needs to be run by a qualified parade marshal, or if it should be a more relaxed event in line with the RBL's vision for the service which would not require a parade marshal and instead would be more of a community/Town remembrance service for all.

Environmental impact

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

Risk

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

Financial implications

There are no perceived financial implications at this point other than those already budgeted for.

Recommendations

Members are invited to note this report.