



EVESHAM TOWN COUNCIL
MEETING OF THE TOWN COUNCIL



Notice is hereby given that an Extraordinary **MEETING OF THE COUNCIL** will be held at **6.00 pm** on **MONDAY 3 AUGUST 2020** to which you are hereby summoned for the transaction of the business specified below.

The meeting will be held via Video Conference 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.

Admission of the Public and Media

Members of the Public and Media are welcome to attend in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1. Public Participation is welcomed and will be in accordance with Standing Order 3(e) to 3(j) on a matter before the Committee. The public are also welcome to observe the meeting. The meeting will be held via video conferencing platform Zoom <https://us02web.zoom.us/join>. For security reasons you will need to contact the Town Clerk via email in advance of the meeting to get the meeting ID and password. Email townclerk@eveshamtowncouncil.gov.uk.

Recording of Meetings

Under the Openness of Local Government Bodies Regulations 2014 the council's public meetings may be recorded, which includes filming, audio-recording as well as photography.

Stuart Carter
Town Clerk

1. **Apologies for Absence**
2. **Declarations of pecuniary or other interest in accordance with the Town Council's Code of Conduct, including requests for dispensation (if any)** *Dispensation requests must be received in writing by the Town Clerk prior to the meeting*
3. **Festival Funding Request – Battle of Evesham Medieval Festival**
Report attached

Evesham Town Council
Unit 6 (Ground Floor)
Abbey Lane Court
Abbey Road
Evesham
Worcs WR11 4BY

Tel: 01386 565700
Web: www.eveshamtowncouncil.gov.uk

EVESHAM TOWN COUNCIL

COMMITTEE: TOWN COUNCIL

DATE: 3 AUGUST 2020

SUBJECT: FESTIVAL FUNDING REQUEST – BATTLE OF EVESHAM
MEDIEVAL FESTIVAL

REPORT BY: TOWN CLERK

1.0 PURPOSE OF REPORT

1.1 To seek Members' recommendation concerning a grant for the Battle of Evesham' Medieval Festival.

2.0 RECOMMENDATION

2.1 Members' recommendation is requested.

3.0 BACKGROUND

- 3.1 Evesham Town Council has a budget of £18,500 for the financial year 2020/21 allocated to tourism/events.
- 3.2 The Council uses the Tourism Budget primarily to aid the putting on of festivals and events. It is also sometimes used for publicity of Evesham and/or its attractions.
- 3.3 Members will recall that in March, just before the government imposed a lockdown, the Council considered this application. A proposal to award £2,500 was seconded but not passed, instead it was resolved to defer the application pending on whether it would go ahead. It is now going ahead on the 12th and 13th of September and members are asked to consider once again whether to allocate funding.

4.0 BATTLE OF EVESHAM FESTIVAL MEDIEVAL MARKET

- 4.1 The Battle of Evesham Medieval Market is to take place on the 12 and 13 September (previously scheduled for 16 and 17 May).
- 4.2 Details of the event can be found on <https://www.battleofevesham.co.uk/MedievalMarket.html>
- 4.3 The organisers had originally requested £5,000. As stated above a proposal was put forward to award £2,500 but this was deferred because of the uncertainty about whether the event would go ahead. Attached for information is the application and supporting information provided for the March meeting.

5.0 FINANCIAL IMPLICATIONS

5.1 The Committee has a budget of £18,500 for tourism and events. So far it has awarded £425 to the Festival of Words and £2,000 to the Wychavon Festival of Brass leaving £16,075.

6.0 LEGAL IMPLICATIONS

6.1 The Council may award a grant in accordance with the General Power of Competence.



Evesham Town Council

Application for Festival/Event Funding

(Please complete electronically)

1. ORGANISATION REPRESENTED BY THE APPLICANT

(NB: This will be the name the payment is made to should an award be agreed)

ReEvents – Historic Event Management CIC

2. CONTACT DETAILS

NAME: ReEvents – Historic Event Management CIC

ADDRESS: Battle of Evesham, [REDACTED]

[REDACTED]

POSTCODE: WR11 4RW

EMAIL: mick@battleofevesham.co.uk

3. FESTIVAL/EVENT NAME

Evesham 'May Medieval Market and Banquet'.

4. ARE YOU A REGISTERED CHARITY OR COMPANY? (If yes please detail the registration number)

Yes, please see title at 2 above

Company registration number: 11227871

5. NUMBER OF PEOPLE ESTIMATED TO ATTEND

New event without history, suggest est. 5,000 based on success of larger and established Battle of Evesham event.

6. AIMS AND OBJECTIVES OF THE FESTIVAL/EVENT (Please continue on a separate page if necessary)

To promote Evesham to Townspeople and Visitors:-

History: Promote Evesham's role during an epic time in the history of the nation during the 13th century

Evesham: As an attractive market and riverside town set in beautiful countryside with easy access to London and the Midlands

Economy: For the initial and direct injection of commerce of the event to the economy and the longer term benefits of an ongoing compelling festival programme.

7. HOW WILL YOUR FESTIVAL/EVENT BENEFIT EVESHAM? *(Please continue on a separate page if necessary)*

Visitors will establish a relationship with Evesham, returning for future events, holidays and perhaps to live and work.

A major contribution to the programme of visitor events during each year. Increased trade for local shops, bars and restaurants.

8. TOTAL COST OF THE FESTIVAL/EVENT *(please include a breakdown of costs)*

c. £10,000

9. WHAT COSTS ARE YOU APPLYING FOR?

CAPITAL: £5000

EXPENDITURE:

10. HOW WILL ANY SHORTFALL BE MET?

Event will be underwritten Areca Design, it is anticipated that the event is break-even regarding revenues and costs.

11. IF THERE IS A SURPLUS, WHAT WILL HAPPEN TO IT?

Anticipated as small, this would be held on account for use against future events, e.g. The Battle of Evesham in August 2020.

12. OTHER SOURCES OF FUNDING/INCOME

DISTRICT: £2K.....Confirmed (N)

COUNTY: £application intended, no information to date Confirmed (N)

SALES: £.....Confirmed (N)

SPONSORSHIP: £ Unknown.....Confirmed (N)

OTHER SOURCE: £ unknown.....Confirmed (N)

13. PLEASE PROVIDE THE FOLLOWING SUPPORTING INFORMATION. IF YOU ARE UNABLE TO PROVIDE ANY OF THE INFORMATION, PLEASE EXPLAIN WHY.

- * **6 months bank statements. If no specific account for event, please explain where funds will be paid and how monitored**
- A business plan or explanation of how the event will work**
- Constitution or rules of the organisation**
- The most recent income and expenditure account or in the case of a new event/festival a fully costed current plan with financial information**
- Details of any additional funding secured or applied for, as well as any fundraising carried out**
- Profit and loss details of the previous event/festival**

All organisations that receive a grant are asked to provide a written report to the Town Council within 4 months of the award date. It is also a requirement that the Town Council is acknowledged on any publicity (programmes, websites, reports, posters etc) produced to promote your event. By signing below you confirm that you will comply with this.

Signed: Mick Hurst **Date: 14/01/2020**

Name and Position in the Organisation: Director

