

Community, Leisure and Recreation Committee

Title:	Music in the Park
Date:	31 October 2023
Contact Officer:	Cassie Pinnells, Community Services Manager

Purpose of the Report

1. To **agree** to the closure of Elms Park and event support including financial arrangements for Music in the Park for 2024 and future events.
2. To **delegate** to Officers the management of closing the park for appropriate events which will be noted through this committee.

Action Required

3. To approve the closure of Elms Park to members of the public on Sunday 5 May 2024 between 10am and 10pm for the Music in the Park (MiTP) event.
4. To approve the operational support of the Maintenance Team over the Bank Holiday weekend to assist with event preparations for MiTP on Friday 3, Sunday 5 and Tuesday 7 May 2024.

Background

5. The MiTP Committee has formally written to request event support as undertaken by the Maintenance Team at previous MiTP events.
6. An agreed task list has been compiled highlighting various assistance e.g.: - signage placement, collection of equipment to and from Elms Park, on the day site preparation, gazebo setting up, barrier placement and after event equipment return.
7. The MiTP committee have a small number of volunteers, however the support from the Maintenance Team is vital on the event morning. The MiTP Committee has become self-sufficient by improving operational tasks by paying for contractors to set up the main event infrastructure (Stages & Marquees) on Saturday, to use on the Sunday and removed off site on the Monday. Overnight security is in place during this time which has helped to prevent any disturbances to the Park's residential neighbours.

Resource Appraisal

8. MiTP Committee have allocated a budget of £400 as a donation to help alleviate additional staffing costs to the Town Council. The maintenance staffing hours are likely to be 24 hours in total the same as the previous year.
9.

Maintenance Staff hours		£550
MiTP Donation	-	<u>£400</u>
Shortfall		£150

There are no budget allocations for the staffing costs, the shortfall will be met from the Town Council overtime staffing budget.

Risk Assessment

10. Maintenance Staff work schedule interrupted from Thame Town Council business, with additional requirements of Sunday working hours. An agreed task list from the MitP organisers has been received and three of the Maintenance Team has agreed to work the additional hours required.

Legal Powers:

- Local Government Act 1972, section 145

Recommendation:

It is recommended

- i) To **agree** to the closure of Elms Park and event support including financial arrangements for Music in the Park 2024 and future events.*
- ii) To **delegate** to Officers the management of closing the park for appropriate events which will be noted through this committee.*