



Newark TOWN COUNCIL

Wednesday 15th October 2025

Dear Councillors

A meeting of the Events, Arts, Culture and Twinning Sub-Committee has been arranged for **6.30pm** on Monday 20th October 2025, in the Council Chamber at the Town Hall.

Yours sincerely

MATTHEW GLEADELL
Town Clerk

A G E N D A

EVENTS, ARTS, CULTURE AND TWINNING SUB-COMMITTEE

Monday 20th October 2025

1	Apologies for Absence		
2	Minutes of the Meeting of the Events, Arts, Culture and Twinning Working Group held on 28th July 2025	Minutes Attached	Page 5
3	Declarations of Interest from Members <i>Relevant Legislation: Localism Act 2011 s31</i>		
4	New Twin Towns	Report Attached	6
5	Twinning Anniversary 2026	Report Attached	6
6	250 / 400 Year Anniversaries in 2026	Report Attached	7
7	Newark Festival Review	Report Attached	7
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9	Museum: Future Operations	Report Attached	8
10	Christmas 2025	Report Attached	8

Committee membership **Cllr T Collier (Chairman)**
Cllr S Dickinson (Vice-Chairman)
Cllr J Kellas
Cllr L Roulstone
Cllr D Moore



Newark TOWN COUNCIL

Minutes of the Meeting of the Arts, Culture, Events and Twinning Sub-Committee held at 6.30pm on Monday 28th July 2025 in the Council Chamber at the Town Hall.

Membership Present:	Councillor	T Collier (Chairman)
	Councillors	D Moore S Dickinson (Vice-Chairman) L Roulstone
Apologies for Absence:		Jack Kellas
In Attendance:	Deputy Town Clerk	Anna Lawson
	There were no members of the public present	
Venue:	Council Chamber, Town Hall	

ACETSC/05/25/26 Apologies for Absence

Apologies received from Cllr Jack Kellas.

ACETSC06/25/26 Minutes of the Meeting of the Arts, Events, Culture and Twinning Working Group held on Monday 10th April 2025

Deferred.

ACETSC/07/25/26 Declarations of Interest

There were no Declarations of Interest

ACETSC/08/25/26 Report from Cllr Barbara Corrigan re: Twinning Visit to Sandomierz

This was **NOTED** by Members.

Cllr Corrigan advised members of her visit and provided details of other towns linked to Sandomierz.

Queries were raised concerning future reciprocal visits.

ACETSC/09/25/26 Newark Festival Update from Cllr Tom Collier

This was **NOTED** by members.

The potential overspend was considered with a request made to Finance and General Purposes Committee to hold an Extraordinary meeting to consider allocation of funds from an alternative budget.

ACETSC/10/25/26 Newark on Sea Update from Council Officer

This was **NOTED** by members.

Details regarding the event were provided.

ACETSC/11/25/26 Museum Update

This was **NOTED** by members.

Details regarding activities in the museum were provided

ACETSC/12/25/26 Event Safety Updates

This report was **NOTED** by members.

ACETSC/13/25/26 Partner Events

This report was **NOTED** by members.

ACETSC/14/25/26 Christmas 2025

This report was **NOTED** by members.

ACETSC/15/25/26 Market Place 2026

This report was **NOTED** by members.

Meeting Closed:	8.10pm	Next Meeting:	Monday 20th October 2025
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SUBJECT:	Events Arts Culture and Twinning
REPORT BY:	Matthew Gleadell

1. Recommendations

- 1.1 That members note the contents of the report and determine where necessary resolutions to relevant matters within each element of the report.

2. Background

NEW TWIN TOWNS

- 2.1 There has been discussion around create new twinning partnerships with towns in the Ukraine and Italy however full details have yet to be discussed. The members pursuing this are asked to clarify the following so that the information can be referred to Full Council so that a final decision can made on invitations to the relevant towns.

- 2.2 Members are asked to clarify the following information?

1. What are the full names of the towns involved.
2. What is the outline basis for twinning with those towns?
3. What type of activities are envisaged between the twin towns?
4. Who will lead in the administration of the twin town relationships?
5. Who will fund and finance the twin town activities ?
6. Will Newark Twinning Association be involved in any way ?
7. What are the benefits to Newark and its electorate for the proposed new twinning relationships ?

TWINNING ANNIVERSARY 2026

- 2.3 The year 2026 will mark 20 years since Newark formed a twin town relationship with Sandomierz. It is assumed that the Council will wish to mark the occasion with a formal invitation to delegates from Sandomierz to attend an event of some description.
- 2.4 At this stage it is recommended that any formal celebrations form part of other events that may emerge to mark the 250th anniversary of the Town Hall and 400th anniversary of the Mayoralty. This will help to reduce the cost of any twinning event.

2.5 Sandomierz typically send very small delegations and it is understood that accommodation costs for guests where necessary have historically been met by the Council. This will need budget consideration in the next financial year budget.

2.6 Presently a simple approval of a combined event is sought from the membership.

250 YEAR ANNIVERSARY OF THE TOWN HALL AND 400 YEAR ANNIVERSARY OF THE MAYORALTY

2.7 Attached as Appendix 1 is a number of proposals for events and activities that will mark the anniversaries. Members are invited to comment on these proposals and share any additional ideas.

2.8 Where possible proposals have been aligned with activity that may have occurred in any event by virtue of museum activity but will be given a specific theme to fit with the anniversaries.

2.9 In addition a quote has been sought for the creation of a book that explores the history of the Town Hall and its Mayors with proposals to include art and poetry from local school children within the book as part of some form of educational competition. Costs to commission such a book are expected to be around £1500.00 with the cost per book then purchased around £5.00.

2.10 It is recognised that there is a desire to recreate the photo of the Aldermen which was taken for the 300 year anniversary and is displayed within the Town Hall.

2.11 Some form of formal evening reception will likely be sought. Members will need to determine if such an event is to be ticketed and generate an income or if the Council will support the cost of such an event for all attendees. This event will likely include the Twinning anniversary. The sub committee is asked to share their views on the type of reception envisaged (black tie?) and catering ambitions so that officers can begin to shape such an event consider budget provision necessary.

NEWARK FESTIVAL REVIEW

2.11 Please refer to comments from the event consultant at Appendix 1.

2.12 A new Event Officer will likely have creative ideas that could help to shape the future of the event subject to budget allocation in the next financial year.

Members are asked to share their own feedback on the event.

NEWARK ON SEA REVIEW

2.13 This event has reached a point where evaluation is almost academic given its continued annual success.

2.14 This year the Council staff dealt fully with the install of the beach having previously utilised contractors. This went well and presented no challenges and helped to save further cost. In 2024 although the materials were purchased by the Council an external contractor was utilised for the build so that staff could observe and learn how to install the beach. This approach was successful.

2.15 Subject to budget provision being made it is expected that the event will continue again in 2026. In addition subject to successful appointment of a new Events officer it is hoped that in 2026 pop up events as discussed for 2025 may also occur.

Museum: Future Operations

2.16 The existing contract with NSDC for the provision of a part time collections officer is due to expire in January 2026.

2.17 Formal proposals are being developed by NSDC and the officer concerned for future delivery of the museum.

Subject to there being ongoing member support for operating the museum, it is important that the presence of a collections officer/curator continues.

2.18 As the role of the collections officer has evolved this year it is clear that the role is more than what had been envisaged. As such it is anticipated that in order to continue the role in the way it has developed, a revaluation will be necessary and additional costs for the service expected. These costs although not yet clear will be several thousand pounds. More detailed proposals for moving forward will however address what will be possible based on existing budgets.

The officer involved has done some excellent work including being nominated for a National award for their work in the Kiddey exhibition.

2.19 Sub Committee Members are asked to confirm their general stance on continued development and operation of the museum ahead of a formal review.

2.20 Members are reminded that there is desire to now continue to work closely with the Civil War Museum and Castle Gate House once built. The impact of Local Government Reorganisation however remains to be seen and the desire of a unitary authority to continue to deliver such non statutory services is not yet clear and unlikely to be clear for a few years.

2.21 Due to HR implications, it is not proposed to look at any serious detail around the curatorial role at this time but merely the wider desire at present from the subcommittee to continue to operate the museum and develop its offer in partnership with NSDC. More formal proposals will be presented to the wider Council in the near future.

Christmas Lights Switch On 2025

2.22 As an overview the event is shaping up with a similar look and feel to events in recent years. As the event planning has got underway it is clear that costs for many elements have increased.

2.23 The principal area that current budgets will not support is a firework display. If members of the subcommittee believe a firework display is necessary, a recommendation to FGP for additional budget is required. Additional costs will be around £3,000 to £4,000.

2.24 As a general overview the event will include entertainment from local school choirs, local bands, Newark and Sherwood Concert Band, pantomime characters, Radio Newark, fairground rides, Christmas market and food stalls (now almost sold out).

3. Financial, Legal, Equality, Environmental & Risk Issues

All relevant matters set out above.

Background Papers:	Working papers
Lead Officer:	Matthew Gleadell Tel: 01636 684801 Email: matthew.gleadell@newark.gov.uk

Appendix 1 – Newark Festival Feedback from Event Organising Consultant

1. Duration and shape

3 days including 2 evening events is about right I suggest. There is significant competition at August bank holiday with several other large music events on this weekend but it still works and is well supported by residents from Newark and the surrounding area. The additional comedy night on the Friday was a success and could be developed and widened to incorporate stand up Poetry and pop up drama.

2 x half days with local musicians and the Hustle on the Saturday evening again worked. Newark has a significant music scene and many accomplished artists and is a rich well of talent to engage with and showcase. The Sunday fun day was extremely well attended. AJ Dance were brilliant and brought many people to the event. A variety of diverse acts works, with an emphasis on “family”. The additional carnival procession works but requires to be fully integrated into the festival planning at an earlier time but it has potential for bringing in local community groups.

The Hustle was again well received by all of the 12 venues. The Parish Church will be keen to be involved next year. The agreement to charge venues (Lindsay has invoiced same) with at least 50% of the collection going to local charities is an appropriate arrangement. Tommy Farmyard will only support the Hustle if there is a charity collection.

The “build a band” initiative ON THE Saturday lunchtime, organised through Inspire didn’t work well this year. It needs greater and earlier promotion perhaps.

2. Venue and concessions

The Castle worked well last year but does not substantially support the town centre and its retail and hospitality. Whilst I had reservations about the Market Place and potential for ASB, it was a splendid venue and showcased the town centre and Town Hall. The Police supported each day well and there were no incidents of ASB and no apparent drunkenness etc. The bar was very well managed (The Duck) and the food concessions mainly had a successful trading experience with Monday being the best footfall and spend day. Patchwork did a great job with the stage and Radio Newark were supportive and added to the event.

3. Market Team support and infrastructure

The Market Team and Michael and Gary in particular were brilliant and most helpful to me and indeed to all involved. Michael’s management of traders re allocations and positioning of stall etc was very efficient and effective. We should not underestimate the capability of the Market Place and surrounding streets in supporting events with the substantial electric hubs available with ample 16,32 and 64 amp supplies.

Security and first aid were again efficient and effective.

4. Management of the event

The Hustle could not be facilitated to the extent it has been with Tommy Farmyard and his technical partners bringing in over 65 bands and artists from Nottingham, Leicester and beyond at the fee rates he manages to get, ie: generally £75 for a soloist and £150 for a band. They are prepared to come for that , regardless of travel distance to get in his radar when he arranges large Hustle events at Nottingham, eg: The Hockley Hustle.

Likewise, Dave Duddles has been key to getting local musicians to play at reduced fee rates. He has an excellent knowledge and relationship with local talent.

TC Members were very helpful in supporting the planning meetings.

I would be happy to spend a day with the new events officer to advise re what we have done in the past with the festival and share key partner contacts etc.

**Ian Harrison
September 2025**

Appendix 2 - Possible Anniversary Events for 2026

Date	Event	Description	Costs Estimates
14th Feb	Prosecco Afternoon Tea	2pm to 4pm - Georgian themed afternoon tea bottomless prosecco, photos, fans and Georgian Hats to try on	Self funding - Income generating - £50 per ticket
14th Feb	Valentine's Ball	7pm - Georgian (Bridgerton) style) Ball with live music, disco and 3 course meal, Georgian photo booth with hats to try with fans. Family event with Artist Emily Cartwright and Bonnet and Breeches Dance company in Ballroom and Council Chamber	Self funding - Income generating
21st Feb	Glorious Georgians	Adult Lecture in Ballroom looking at women, romance and sex in the 18th Century with historian Millie Lawson	£600.00 - Covered by MDEM grant
21st Feb	Licentious Ladies of 18th Century	2 min video interview with Newark Mayor - A day in their life, what lead them to local politics for website	£200.00 - Covered by MDEM grant
w/c 23rd Feb	Meet the Mayor		£400.00 Freelance contract
13th June	Eve of Waterloo Ball	Costume Ball where dancing is encouraged with buffet. Working with 4 schools in Newark looking at John Carr building and Portraits with pupils creating their own portrait	£60 per ticket - self funded - likely to sell out.
June/Jul	Schools 250th Anniversary workshops	Schools from the Glorious Georgian workshops select objects to go in time capsule (see below)	£0 part of Glorious Georgians Schools Budget
July - Sept	250th Anniversary Exhibition - Glorious Georgians		£5k - Freelance for delivery

Sept - Oct	Photography exhibition	New photos of the Town Hall with people who work here in community partnership (*photographic society or students from Newark College)	£200 for partners time and equipment, £250 separate marketing for exhibition
July - Sept	Anniversary time capsule	Schools from the Glorious Georgian workshops select objects to go in time capsule. Capsule to go on display July - Sept to encourage consultation	£325 plus VAT and delivery plus £200 for plumbing welding seal.
5th and 6th Dec	Georgian Christmas Market	Stall holders with crafts as well as regulars, holders encouraged to dress up as part of the event	Part funded with stall rental - would replace steampunk market for 2026.
Jan	Anniversary rehang in the Town Hall	Paintings out of stores on display	£300 per day for art handler - £600.00 in total
27th Nov	Son et Lumiere	Light display on town hall telling 250th story - Georgian and building themed. For Christmas light up event.	£15 k plus £5k freelance PM

Marketing

Annual programme marketing in Jan - Ultimate Print - Poster DL leaflet design and production	£600 plus VAT
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