



Newark TOWN COUNCIL

Tuesday 21st July 2026

Dear Councillors

A meeting of the Events, Arts, Culture and Twinning Sub-Committee has been arranged for **6.30pm** on Monday 27th July 2026, 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 27th July 2026

1	Apologies for Absence		
2	Minutes of the Meeting of the Events, Arts, Culture and Twinning Working Group held on Monday 18 th May 2026	Minutes Attached	Page 5
3	Declarations of Interest from Members <i>Relevant Legislation: Localism Act 2011 s31</i>		
4	Town Council Events Update https://www.whatsonnewarkandsherwood.co.uk/	Verbal Report	
5	Third Party Events Update	Verbal Report	
6	Museum Update	Verbal Report	
7	Anniversary Events Update	Verbal Report	
8	Twinning Weekend Update	Verbal Report	

Committee membership

Cllr S Dickinson (Chairman)

Cllr T Collier (Vice Chairman)

Cllr V Macdonald

Cllr L Roulstone

Cllr D Moore



Newark TOWN COUNCIL

Minutes of the Meeting of the Arts, Culture, Events and Twinning Working Group held at 6.30pm on Monday 18th May 2026 in the Council Chamber at the Town Hall.

Membership Present:	Councillor	S Dickinson (Chairman)
	Councillors	T Collier (Vice-Chairman) V Macdonald L Roulstone
Apologies for Absence:	Councillor	D Moore
In Attendance:	Town Clerk Outdoor Events Coordinator Senior Collections Officer	Matthew Gleadell Melanie Brown (MB) Rebecca Fawcett (RF)
	There were no members of the public present	
Venue:	Council Chamber, Town Hall	

EACTSC/01/26/27 Apologies for Absence

Apologies were received from Cllr D Moore

EACTSC/02/26/27 Minutes of the Meeting of the Arts, Events, Culture and Twinning Sub-Committee held on Monday 16th February 2026

The minutes of the meeting held on Monday 16th February 2026 were approved as a correct record.

EACTSC/03/26/27 Declarations of Interest

None

EACTSC/04/26/27 Town Council Events Update

MB attended the meeting to update Councillors on a variety of events that she was working on and provided the Members with an events schedule which included dates, times and appropriate information for each event.

There was general discussion around the different events that are coming up and ultimately the update from MB was **NOTED**.

EACTSC/05/26/27 Third Pary Events Update

Members noted that third party events were detailed and included on the list that MB had shared with the Members.

EACTSC/06/26/27 Museum Update

RF attended the meeting to update Members on museum operations. RF made reference to updated collection valuations and associated insurance requirements.

There was reference to volunteer recruitment and the need for up to five more volunteers to pursue a pilot of opening the museum for longer periods.

RF also talked about a new exhibition involving Lovers Lane Primary School, Heritage Open Days in September and other general updates/activity which were also referenced in the quarterly newsletter.

EACTSC/07/26/27 Anniversary Events Update

The Town Clerk updated Members on the various events that had been planned for the anniversaries of the Mayoralty and the Town Hall.

Members noted the challenges in securing internal support for the additional work and it was explained that an opportunity for a freelance consultant to deliver a large proportion of the outstanding activity is available and that due to the niche nature of the work it would be prudent to proceed with the proposed consultant both due to time limitations and the specialist skills required.

Members noted the various elements of the external support to be secured including time capsules, schools' projects and support for a Son et Lumiere event later in the year.

Members **NOTED** the situation and supported the approach to utilise a freelance consultant to deliver much of the outstanding work.

EACTSC/08/26/27 Society of Local Council Clerks Recognition

Members noted that the Deputy Town Clerk had been published in the SLCC magazine with an article regarding event safety and that a photograph of the Newark on Sea beach had been selected for the front cover of the magazine.

Meeting Closed:	7.45pm	Next Meeting:	Monday 27th July 2026
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