

**RAUNDS TOWN COUNCIL****EVENTS COMMITTEE****Minutes: 16 May 2023 Time 7.30pm****PRESENT**

Cllr A Fernley (Chairman), Cllr O Curtis, Cllr M Levell, Cllr R Levell and Cllr T Swailes.

**IN ATTENDANCE**

Nicola Joy, Assistant Clerk (Minutes)

**EC1.23 To Elect a Chairman of the Events Committee.**

**RESOLVED** that Cllr Adam Fernley be elected as Chairman of the Events Committee.

**EC2.23 To Elect a Vice-Chairman of the Events Committee.**

**RESOLVED** that Cllr Magdalena Levell be elected as Vice-Chairman of the Events Committee.

**EC3.23 To Receive Apologies for Absence.**

Apologies were received from Cllr P Byrne and Cllr L Wilkes.

**EC4.23 Notification of requests from members of the public to address the meeting in compliance with adopted protocol.**

None received.

**EC5.23 Notification of members questions in compliance with the councils standing orders.**

None received.

**EC6.23 Declarations of Interest.**

COMMITTEE MEMBERS ARE REMINDED THAT IF THEY HAVE EITHER A DISCLOSABLE PECUNIARY INTEREST OR OTHER INTEREST IN ANY ITEM THEN THEY SHOULD DECLARE THE INTEREST AND IN THE CASE OF A PECUNIARY ITEM LEAVE THE MEETING FOR THAT ITEM.

**None.**

**EC7.23 Minutes:** To confirm the minutes of the Events Committee meeting held 4<sup>th</sup> April 2023. (Copy via link)

**RESOLVED to confirm the minutes of the Events Committee meeting held on Tuesday 4<sup>th</sup> April 2023 as a true record.**

**EC8.23 Events Committee Schedule of Meetings 2023/24:** To review the schedule of Events Committee meetings for the 2023/24 municipal year.

The Committee reviewed the schedule of meeting dates adopted by Full Council at its meeting on 9 May 2023, and proposed that a provisional date be added for May 2024, to coincide with preparations for the Mayor's Show.

**RESOLVED to add a provisional date of 21st May 2024 to the Events Committee Schedule of Meetings 2023/24.**

**EC9.23 2024 Event Dates:** To consider setting dates for 2024 Events.

The Committee discussed potential dates to accommodate the key events in the 2024 calendar.

After a discussion it was

**RESOLVED to recommend to Full Council to set the following dates:**

- (i) **The Mayor's Show - Saturday 1<sup>st</sup> June**
- (ii) **Summer Picnic - Sunday 14<sup>th</sup> July**
- (iii) **Children's Halloween Party - Friday 1<sup>st</sup> November**
- (iv) **Remembrance Day - Sunday 10<sup>th</sup> November**
- (v) **Christmas Market and Light Switch On - Sunday 24<sup>th</sup> November**

**EC10.23 Raunds Mayor's Show:** To review plans for the Raunds Mayor's Show on Sunday 21 May 2023.

Members were updated on the arrangements for the Mayor's Show and received the project planner and event management plan for the day.

After a discussion it was

**RESOLVED that:**

- (i) **Officers be instructed to produce a poster to display information to the public on the day of the event on how to become a volunteer at Council events and/or become a member of the Events Committee.**
- (ii) **To note the project planner and the Event Management Plan.**

**EC11.23 Summer Picnic:** To review plans for the Summer Picnic on Saturday 8<sup>th</sup> July 2023.

The Committee reviewed the project planner and noted that the event infrastructure and attractions were booked. Consideration was given to options for live entertainment and promotional material, and possible sources of sponsorship for the event.

**RESOLVED that:**

- (i) The live band and solo singer be booked for £600 and £250 respectively;**
- (ii) Design of the event poster be delegated to the Chairman of Events Committee and Officers to finalise, after which a copy will be emailed to all members; and**
- (iii) Local businesses be approached for sponsorship.**

There being no further business the meeting closed at 8:40pm.

Approved: ..... (Chairman)

Meeting: .....20<sup>th</sup> June 2023..... (Committee)

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