



RAUNDS TOWN COUNCIL

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19 September 2018

Dear Events Committee members,

You are summoned to attend a meeting of the Events Committee of Raunds Town Council to be held in the Council Chamber, The Hall, Thorpe Street, Raunds on Tuesday 25th September 2018 at 7:30pm. Press & Public welcome.

Kate Houlihan
Clerk to the Council

AGENDA

- 295.18 To Receive Apologies for Absence.**
- 296.18 Notification of requests from members of the public to address the meeting in compliance with adopted protocol.**
- 297.18 Notification of members questions in compliance with the councils standing orders.**
- 298.18 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
- 299.18 Minutes: confirm the minutes of the Events Committee meeting held 31 July 2018**
- a. **Review of Nene Valley Festival 2018:** To review the event and to consider:
- i. what worked well
 - ii. what we could do better
- 300.18 Festival of Transport:** To receive a verbal report on a meeting with local business owners regarding a possible event in 2019.
- 301.18 Halloween Party:**
- a. To approve the purchase of refreshments for the Halloween Party.
 - b. To approve the ticketing and booking arrangements for the Halloween Party.
 - c. To make arrangements for the decoration of the Halls for the Halloween Party.

302.18 Firework Event: To receive a verbal report on arrangements for the Firework Event which is being run by Raunds Cricket Club, with support from Raunds Town Council.

303.18 Christmas Lights Event:

- a. **Appointment of a contractor :** To make a recommendation to the Full Council regarding the appointment of a contractor for the installation of 2018 and 2019 Christmas lights displays (report herewith)
- b. **Infrastructure:** To receive a verbal report from the lighting contractor regarding works being carried out for the 2018 displays.
- c. **Project Planner:** To review the project planner for the Christmas Lights event (copy to follow)
- d. **Tree Festival:** to receive information from the Revd Kim Shorley regarding the proposed tree festival at the Methodist Church.
- e. **Stalls:** to review the stalls and the promotion of stalls for the event.
- f. **Acts –** To review the acts for the event and to consider any additions required.
- g. **Other attractions:** To consider other attractions for the event (including the Fair)
- h. **Volunteers:** To consider how to attract additional volunteers to assist on the day of the Christmas Lights Switch-On.

Exclusion of the Press and Public

The press and public will be excluded from the following agenda item due to the confidential nature of the business under the Public Bodies (Admission to Meetings) Act 1960

- i. **Children's Drawing Competition:** To appoint a contractor for the children's motif and to make arrangements for announcing the winner of the competition.