

RAUNDS TOWN COUNCIL

EVENTS COMMITTEE

Minutes: 27 September 2017: Start Time 7.30pm

PRESENT

Cllr H Howell (Chairman), Cllr N Beck, Cllr R Levell, Cllr B Tyman, Cllr B Tirebuck, Cllr J Duff, Cllr D Jones, Mrs M Levell, Miss N Davies, Ms S Bayley, Ms M Brinklow, Ms F Kemp,

IN ATTENDANCE

Ms Kate Houlihan, Town Clerk
Miss J Coduri, Assistant to the clerk (Minutes)

269.17 To Receive Apologies For Absence.

Mrs D Merchant, Mrs M Hind

RESOLVED to note the apologies

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

None received

271.17 Notification of members questions in compliance with the councils standing orders.

None received

272.17 Declarations of Interest.

COUNCILLORS 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

Cllr Duff declared an interest in item 275.17

273.17 Minutes: confirm the minutes of the Events Committee meeting held 21 June 2017

RESOLVED that the minutes of the Events Committee meeting held 21 June 2017 be approved as a true record.

274.17 Town Picnic: To agree a date for the 2018 picnic.

RESOLVED that the date of the town picnic for 2018 will be Saturday 7th July 2018.

275.17 Children's Christmas Drawing Competition – To receive an update on the 2017 competition entries.

Cllr Duff left the meeting.

The Chairman reported that earlier in the week she had judged the children's drawing competition along with the Mayor and Ms S Bayley. The clerk had also been present.

The competition had been very difficult to judge this year. 3 entries had been shortlisted and were supplied to Blachere Illuminations, who produce the motif. Designers at Blachere had reviewed the shortlist and selected the drawing that would be the most effective when produced as a light.

The Chairman showed members of the committee the winning design. A proof of the winning design would be supplied to the clerk for approval.

RESOLVED to note the report.

Cllr Duff re-joined the meeting.

276.17 Christmas Lights 2017: To receive an update on infrastructure for the Christmas Lights 2017

The Chairman and Clerk updated members on work that was being undertaken to improve the infrastructure for the Christmas lights.

a. Lights for tree at Jesters

The large tree in the grounds of Jesters would be lit this year. Power would be taken from a supply agreed with Jesters.

b. Lights for The Square, Raunds

Individual power sources were being installed for each of the silver birch trees on the Market Square, this would vastly improve the range of options available for lighting the Square.

c. Christmas Lanterns

Last year solar powered Christmas trees were installed on the brackets along the high street. Some investigations had been undertaken to try and use lanterns instead this year, however nothing suitable was available commercially and attempts to modify a domestic product had not proved satisfactory. Therefore the solar powered Christmas trees would be used again.

d. Saxon Hall Bank

Scaffold poles were being installed on Saxon Hall bank so that motifs or other decorations could be hung from them.

RESOLVED to note the report.

277.17 Christmas Lights switch-on event 2017 –To consider the following:

a. Timings for the event

Members discussed the timings for the event and following discussion it was...

RESOLVED that, as in previous years, the parade would leave the Town Hall at 2.30pm, with the lights being switched on at 6pm and the event closing at 7pm.

b. Santa's parade

The Sleigh for Father Christmas has been booked.

The Brownies, Guides, Sporting Mascots, Ladybird and Navy Training Corps had been contacted to be part of the parade. They were advised of our theme and to possibly dress up.

The Clerk would find out if the animals from a petting zoo would be available to join the parade.

The Raunds Temperance Band had been asked to lead the parade.

Councillor Beck advised he has asked for Father Christmas to attend.

c. Entertainment

It was agreed that the lights switch on should be the focus of the event and that more would be done to ensure everyone could hear the countdown:

- The fair will be asked to turn music and lights off on their rides.
- A claxon and howlers will be used to start the countdown
- The use of pyrotechnics/smoke effects will be investigated further subject to costs

The following acts have already confirmed their attendance:

Ruby Ballet School
Raunds Community Choir
Ukulele Orchestra
St Peter's School

Still to confirm were Different Direction Choir, Windmill School and Manor School.

The committee then considered a headline act. Following discussion 2 acts were considered:

- Maximum Robbie – A local Robbie Williams tribute act.
- Nigel Adair – A local that has performed as a Michael Buble tribute and performs “swing and big band music”

RESOLVED to note the report and that:

- a) It is delegated to the Clerk to book the headline act.**
- b) The clerk will consult members of the committee prior to making a booking.**
- c) Details, including costs, of the two shortlisted acts will be circulated to all members of the committee.**

d. Other attractions e.g. petting zoo

Members discussed the merits of using a petting zoo or having reindeer at the event. Following discussion it was agreed that a petting zoo was preferable and it was...

RESOLVED that it be delegated to the clerk to book a petting zoo for the event.

e. Santa's grotto (including presents and decorations)

It was agreed that 'Show Events' will decorate the grotto.

Jamie Duff will arrange the photography as done previously.

Cllr B Tyman will help in the Grotto.

Raunds Town Council will organise the cards for the photograph to go into.

Cllr Jones advised that she has some of the students from the Manor School to help with the wrapping of the presents.

The queue for the Grotto will shut promptly at 18:00.

f. Fair

The Chairman reported that she would be meeting the fair on Thursday 28th September and would ask them to turn off music and lights for the "switch-on" and find out what equipment he is able to bring.

278.17 Funding for Christmas event: To consider funding for the Christmas Lights

a. Councillor empowerment funding.

Funding requests had been sent to all district and county councillors.

RESOLVED that the clerk will ensure that the relevant paperwork is completed.

b. Business Funding

The Chairman advised that it would be a good idea to ask if any business in Raunds could help support the Christmas event.

RESOLVED that the Mayor and Chairman of the Events committee would write to all local businesses asking for support with the Christmas event.

279.17 Best dressed window competition: To consider details for the best dressed window competition for 2017.

RESOLVED that

a) The competition would run as in previous years.

b) The theme this year for the displays would be angels;

280.17 Promotion of 2017 Christmas Lights Event: To consider a draft of a poster for the event.

The draft design was received and it was agreed to change the font of the poster.

RESOLVED that

- a) **The title of the event will be ‘A Christmas Angel Winter Wonderland’**
- b) **The design is agreed in principle; subject to the finished poster being shown to members before it went out.**

281.17 Project Plan 2017: To consider the project plan for the Christmas Lights 2017.

The project plan was circulated and the contents noted.

Members agreed that from the success of last year’s Christmas Trail, it will be repeated again this year and Cllr Tyman will visit the shops in the town.

Resolved that the Clerk will update the project planner and send to all members of the committee.

282.17 Halloween Party: To receive an update on arrangements for the 2017 Halloween Party.

The details of the event were noted and the Chairman asked committee members if they were able to attend.

It was agreed that the maximum number of children who could attend was 100 and all children would need to be accompanied by an adult.

The children’s entertainer had been booked and Ms Kemp agreed to help decorate the room.

RESOLVED the progress in noted.

There being no further business the meeting concluded at 21:30

Approved: (Town Mayor)

Meeting date:10 October 2017..... (Council)

Confirmed :.....(Chairman)

Meeting date:25 October 2017..... (Committee)