

RAUNDS TOWN COUNCIL

EVENTS COMMITTEE

Minutes: 7 September 2021: Start Time 7.30pm

PRESENT

Cllr H Howell, Cllr M Levell, Cllr O Curtis, Cllr S Hughes, Mrs F Jones and Mr D Jones

IN ATTENDANCE

Mr Steve Beech, Town Clerk
Mr Simon Smart, Operations Manager
Mrs Nicola Barker; Administrative Assistant (Minutes)

221.21 To Receive Apologies for Absence.

Apologise received from Cllr B Cross, Cllr Trevor Swailes, Cllr J Barklamb, Mr A Measom and Mrs M Newton

Resolved to note the apologies.

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

None received.

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

None received.

224.21 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

Cllr Helen Howell declares interest with Event Photographer.

225.21 Minutes: confirm the minutes of the Events Committee meeting held 27 July 2021

RESOLVED that the minutes of the Events Committee meeting held on Tuesday 27 July 2021 be confirmed as a true record.

Cllr Howell moved to the other side of the room and took no part in the decision of *the next item*.

226.21 Events Photographer: To approve quotes for the Raunds Mayor Show and Christmas Market & Lights switch on Event.

Photos taken for the Summer Picnic were reviewed

Members were informed of two quotes that had been received. A third contractor was contacted but a price wasn't received.

Prices:

Contractor A = £400 for a 5 hour event

Contractor B = £500 for a 5 hour event

RESOLVED

- a) **To use contractor A at £400 for a 5 hour event.**
- b) **That the photos for the Summer Picnic were satisfactory and therefore the contractor A is approved as the preferred supplier for all future events**
- c) **Continue to obtain and review alternative quotations from photographers for further events.**

227.21 Mayor's Show: To review plans for the Mayor's Show event, Sunday 19th September 2021.

Members received the project plan, preamble, layout and running order. It was noted that all the infrastructure and stalls was now in place for the Mayor's Show and the entertainment was organised.

Nicola Barker was thanked for all her hard work with the event.

Members were informed of an grant awarded of £500 from Nenescape Landscape Partnership Scheme.

A quote for widening the existing vehicle entrance at Bassford's Recreation by installing a second gate adjacent to the existing gate was reviewed.

RESOLVED to recommend to Full Council ...

- a) **to give £10 to each volunteer, who is a member of the public, to purchase food and drink on the day, capped at £50 from the Mayor's Show budget.**
- b) **to approve the cost of £600 to widen the vehicle entrance to Bassfords Recreation Ground, cost of works to be from the Mayor's Show budget.**

228.21 Memorial Centenary Event: To review plans from the working party for the memorial centenary event, 9 October 2021.

Members were updated on the proposed arrangements for the Memorial Centenary Event from the Working Party.

RESOLVED to recommend to Full Council...

- a) Raunds Town Council to coordinate an event on Saturday 9th October 2021 to start at 11am.
- b) To involve a service, parade, dedication plaque and refreshments.
- c) Consider promotional material and wording for a plaque that will be taken to full council meeting
- d) Consider a budget maximum of £1000 to be spent for the event.
- e) *To enquire if the History Society will make any financial contributions*
- f) *The Events Committee will co-ordinate the event.*

229.21 Children's Halloween Party: To review plans for the Children's Halloween Party, Friday 29th October 2021

Members were informed that the entertainment and decorators were booked for the event and arrangements would be made for the issuing of tickets and ordering of food. It was agreed that the format for booking of tickets would be the same as the previous year.

RESOLVED to advertise the event and make the arrangements ready for the ticket booking to open.

230.21 Christmas Market and Light Switch on event:

Members were informed parts of the infrastructure had been booked. Quotes for Big Hero's Little Hero's, Petting Zoo and Freddie Mercury Tribute Act were considered.

Members reviewed application forms for stall holders.

Members were updated on the Lighting infrastructure which are 95% complete. The Methodist Church grounds are still to be completed.

RESOLVED that

- a) **The office is to book Big Hero's Little Hero's, Petting Zoo and Freddie Mercury Tribute Act.**
- b) **The food stall holders pitch fee is increased to £75.**

231.21 Queen's Jubilee: To consider holding an event for the Platinum Jubilee celebrations including joining in with the lighting of the Beacon, between Thursday 2nd – Sunday 5th June 2022

Members considered holding an event.

RESOLVED to recommend to Full Council

- a) to take part in the lighting of the Beacon at 9.15pm on Thursday 2nd June**
- b) To propose a date to hold an event for the Platinum Jubilee celebrations.**
- c) *The Events Committee will co-ordinate the event.***

There being no further business the meeting closed at 21:05pm

Approved: (Town Mayor)

Meeting14th September 2021..... (Council)

Approved: (Chairman)

Meeting:19th October 2021..... (Committee)