

RAUNDS TOWN COUNCIL

EVENTS COMMITTEE MEETING

Minutes: 22 February 2022: Start Time 7.30pm

PRESENT

Cllr Howell (Chairman), Cllr M Levell, Cllr Cross, Cllr Curtis, Mr D Jones.

IN ATTENDANCE

Mr Simon Smart, Operations Manager

Mrs Nicola Barker; Administrative Officer (Minutes)

ALSO PRESENT:

Phil Grace

554.21 To Receive Apologies for Absence.

Apologies received from Cllr Byrne, Cllr S Hughes, Cllr Swailes, Alan Measom, Rob Angus.

Resolved to note the apologies.

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

556.21

None received.

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

558.21

None received.

559.21 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 Howell declared an interest in agenda item 558.21 regarding the Welcome Back to Music Event.

Mr D Jones declared an interest in agenda item 559.21 regarding the Queen's Platinum Jubilee event on the 5th June 2022.

560.21 Welcome Back to Music: To review plans for the Welcome Back to Music event.

Cllr Howell updated members on the final arrangements for the Welcome Back to Music event on the 5th March 2022.

Members received the project plan.

Cllr Howell left the room and took no part in the decision of the next item.

Members considered two quotes for the photographer.
Following a discussion, it was

RESOLVED:

- a) **To book Peter Rondel Photography.**
- b) **Note the project plan.**
- c) **To email all councillors to ask for volunteers for the event.**

561.21 Queen's Platinum Jubilee: To review plans for the Queens's Platinum Jubilee.

Cllr Howell updated members on the plans for the Queen's Platinum Jubilee weekend.

Members received the project plan.

Mr D Jones left the room and took no part in the decision of the next item.

Members considered two quotes for the Sound system, staging and generators for the Queen's Platinum Jubilee Big Picnic on the 5th June 2022.

Members discussed the promotional material.

Following a discussion, it was

RESOLVED:

- a) **To book DJS Entertainment to supply the sound system, stage and generators for the 5th June 2022.**
- b) **To note the project plan.**
- c) **The office to email promotional material out to all committee members for feedback.**
- d) **Save the date poster to be amended and emailed to Chairman and Deputy Chairman for approval.**
- e) **To arrange a road closure and security for the Queen's Platinum Jubilee Big Picnic on the 5th June 2022.**

562.21 Bassford's Recreational Ground Entrance Gate: To consider quotes to widen the entrance gate.

Simon Smart presented his report which included three quotes.

Following a discussion, it was

RESOLVED to book quote 1 for £740.00. To use existing gate and mirror design on a new gate. Install new central post and new second post for new gate. Galvanised steel. Remove fence as required.

563.21 Events Postcard: To consider the format for the events postcard 2022.

Members reviewed the revised postcard. Following a discussion, it was **RESOLVED:**

- a) **To extend the deadline by 2 weeks.**
- b) **To email events postcard to all committee members once completed.**

564.21 Mayor’s Show: To begin discussions regarding the preparations for this event.

Cllr M Levell suggested the office advertise for stall holders, explore entertainment options, and book infrastructure.

Following a discussion, it was

RESOLVED:

- a) **To start initial arrangements for the Mayor’s Show.**
- b) **For all members and staff to bring back entertainment ideas to the next events committee meeting.**

565.21 Christmas Lights, Light Competition and Santa’s Grotto: To begin discussions regarding the preparations for these activities.

Cllr M Levell suggested the office advertise for stall holders, explore entertainment options, and book infrastructure.

Members discussed templates for light competition.

Cllr Howell suggested looking at funding for Santa’s Grotto.

Following a discussion, it was

RESOLVED:

- a) **To start initial arrangements for the Christmas Market and Light Switch on event.**
- b) **For all members and staff to bring back entertainment ideas to the next events committee meeting.**
- c) **The office to source Bauble templates.**
- d) **To send light competition templates to schools after Easter.**
- e) **The office to check which school year will take part in the light competition.**

There being no further business the meeting closed at 8.19pm

Approved: (Town Mayor)

Meeting8th March 2022..... (Council)

Approved: (Chairman)

Meeting:26th April 2022.....(Committee)