



RAUNDS TOWN COUNCIL

Council Offices, The Hall, Thorpe Street, Raunds, Northamptonshire. NN9 6LT

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20 August 2025

Dear Events Committee Member,

You are summoned to attend a meeting of the **Events Committee** to be held in the Council Chamber, The Hall, Thorpe Street, Raunds, on **Tuesday 2nd September 2025 at 7.30pm.**

Press and Public welcome.

Mr Steve Tucker

Mr Steve Tucker
Clerk to the Council.

AGENDA

EC12.25 To Receive Apologies for Absence.

EC13.25 Notification of requests from members of the public to address the meeting in compliance with adopted protocol.

EC14.25 Notification of members questions in compliance with the councils standing orders.

EC15.25 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.

EC16.25 Minutes: To confirm the minutes of the Events Committee meeting held 8th July 2025. (Copy via link) (Pages 3 - 6)

EC17.25 Event Banner Locations: To review event banner locations for the Raunds Mayor's Show, Summer Picnic and Christmas Market & Light Switch On.

EC18.25 Children's Halloween Party: To review plans for the Halloween Party on Friday 31st October 2025

EC19.25 Remembrance Sunday: To review plans for Remembrance Sunday on Sunday 9th November 2025.

EC20.25 Christmas Market and Lights Switch On: To review plans for the Christmas Market and Lights Switch Event on Sunday 30th November 2025.

EC21.25 Food Fest Fridays: To consider organising Food Fest Fridays.

RAUNDS TOWN COUNCIL

EVENTS COMMITTEE

Minutes: 8 July 2025 Time 6.30pm

PRESENT

Cllr P Byrne (Chairman), Cllr A Fernley, Cllr H Hill, Cllr H Howell (Substitute), Cllr M Levell, Cllr R Levell and Cllr L Wilkes.

IN ATTENDANCE

Cllr B Cross
S Tucker, Town Clerk

EC1.25 To Elect a Chairman of the Events Committee.

RESOLVED that Cllr P Byrne be elected as Chairman of the Events Committee for the 2025/26 civic year.

EC2.25 To Elect a Vice-Chairman of the Events Committee.

RESOLVED that Cllr H Hill be elected as Vice-Chairman of the Events Committee for the 2025/26 civic year.

EC3.25 To Receive Apologies for Absence.

Apologies were received from Cllr R Comer (Cllr H Howell substituted).

EC4.25 Notification of requests from members of the public to address the meeting in compliance with adopted protocol.

None received.

EC5.25 Notification of members questions in compliance with the Council's standing orders.

None received.

EC6.25 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.

EC7.25 Minutes: To confirm the minutes of the Events Committee meeting held 22nd April 2025. (Copy via link)

RESOLVED to confirm the minutes of the Events Committee meeting held on Tuesday 22nd April 2025 as a true record.

EC8.25 2026 Event Dates: To consider setting dates for 2026 Events.

The Committee considered a list of draft event dates for 2026. It was agreed to amend the dates for the Mayor's Show and Summer Picnic, as shown at Appendix 1.

RESOLVED to recommend to Full Council to set the following event dates for 2026:

- (i) The Mayor's Show - Saturday 16th May
- (ii) Summer Picnic - Sunday 12th July
- (iii) Children's Halloween Party - Friday 30th October
- (iv) Remembrance Day - Sunday 8th November
- (v) Christmas Market and Light Switch On - Sunday 29th November

EC9.25 Summer Picnic: To review plans for the Summer Picnic on Sunday 12th July 2025.

The Committee reviewed the project planner and budget position for the event. It was noted that the number of promotional banners had been reduced to 5 for this year's event due to budget constraints. It was requested that consideration be given to placement locations for future promotional banners, to ensure town-wide coverage including newer housing estates where possible.

RESOLVED that the project planner and budget position be noted.

EC10.25 Halloween Party: To review plans for the Children's Halloween Party on Friday 31st October 2025.

The Committee reviewed the project planner, budget position and promotional artwork for the event. The entertainment and supporting infrastructure had been booked, and it was agreed to provide the same refreshment options as the 2024 event as these had proved to be popular. It was also agreed to purchase a small supply of additional decorations.

RESOLVED that the project planner and budget position be noted.

EC11.25 Christmas Market and Lights Switch On: To review plans for the Christmas Market and Lights Switch On Event on Sunday 30th November 2025.

The Committee reviewed the project planner and budget position for the event. It was requested that the funfair organiser be contacted in advance to confirm that a suitable quantity and variety of attractions would be brought along to the event. It was noted that officers would be contacting the Christmas tree provider to request the option for the Council to choose its own trees this year, rather than leaving this to the provider to select.

RESOLVED that the project planner and budget position be noted.

There being no further business the meeting closed at 7:00pm.

Approved: (Chairman)

Meeting: 2nd September 2025 (Committee)

APPENDIX 1

Event Dates 2026

- (i) The Mayor's Show - ~~Sunday 17th May~~ **Saturday 16th May**
- (ii) Summer Picnic - ~~Saturday 11th July~~ **Sunday 12th July**
- (iii) Children's Halloween Party - Friday 30th October
- (iv) Remembrance Day - Sunday 8th November
- (v) Christmas Market and Light Switch On - Sunday 29th November

Term No 5: 29 pupil days	
Schools Open	Monday 13 April 2026
May Bank Holiday (schools closed)	Monday 4 May 2026
Schools Close	Friday 22 May 2026
Summer Half Term Holiday	Monday 25 May 2026 to Friday 29 May 2026

Term No 6: 35 pupil days	
Schools Open	Monday 1 June 2026
Schools Close	Friday 17 July 2026
Summer Holiday begins	Monday 20 July 2026