

# THRAPSTON TOWN COUNCIL

Mayor: Cllr Craig Wheeler

77 High Street,  
Thrapston  
Northamptonshire NN14 4JJ

Tel: (01832) 734 673

Email: [clerk@thrapstontowncouncil.gov.uk](mailto:clerk@thrapstontowncouncil.gov.uk)

Website: [www.thrapstontowncouncil.gov.uk](http://www.thrapstontowncouncil.gov.uk)



**If you require a large print copy please contact the Clerk  
on 01832 734673**

**Wednesday 20<sup>th</sup> February 2019**

To Members of the Events and Community Engagement Committee

You are hereby summoned to attend a meeting of the Town Council Events and Community Engagement Committee at the Town Council Offices on **Tuesday 26<sup>th</sup> February 2019 at 7.15pm** for the purpose of transacting the following business.

Members of the public are invited to attend and may address the Council by prior arrangement. The Public are excluded from any items marked with an \*. The Press are welcome to attend but will be excluded from any items marked with an \*.

Emma Dugdale  
Administrator and Events Co-Ordinator

## AGENDA

No.	Item	By whom	Time
1.	<b>Apologies for absence</b>		
2.	<b>Declaration of Interest</b> (Members should disclose any interests in the business to be discussed on this Agenda and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business. Declarations must be made verbally at the appropriate time as well as entered in the Interest Book)	Chairman	Items 3-5 5 minutes
3.	<b>Public Open Time</b> (Members of the public are invited to address the Council, give their views and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 5 minutes. Members of the public should address their representation through the Chairman of the meeting)		
4.	To receive a report from the Volunteer Action Representative and agree any items requiring consideration	Chairman	
5.	To receive a report from the CHAT Representative and agree any items requiring consideration	Chairman	Items 6-7 minutes
6.	To receive a report from the Events Co-ordinator on the current position regarding each of the forthcoming events, noting the items requiring consideration	Events Co-ordinator	5 minutes

**Please note, this is a public meeting and you may be filmed, recorded and published.**

7.	To discuss the events in calendar order and agree action: - <ul style="list-style-type: none"> <li>• Movie Matinee</li> <li>• Annual Town Meeting</li> <li>• Arts Festival</li> <li>• Civic Service</li> <li>• Fireworks</li> <li>• Remembrance Sunday</li> <li>• Christmas Festival 2019</li> <li>• Panto 2019</li> <li>• New Year's Eve 2019</li> </ul>	Chairman	20 minutes
8.	To consider holding a separate meeting in March to discuss events and agree date if necessary	Chairman	5 minutes
9.	To consider forming an Arts Festival Working Party in the lead up to the event and agree action	Chairman	5 minutes
10.	To consider the provision of refreshments/alcohol at all events and agree action	Chairman	5 minutes
11.	To discuss and consider the marketing, publicising and promoting of all events and identify any items (banners/posters etc) to be purchased	Chairman	5 minutes
12.	To discuss adding a tea dance to the list of Council events and agree action	Chairman	10 minutes
13.	To discuss the Council taking part in "Beat the Street" and agree action	Chairman	10 minutes
14.	To discuss funding opportunities for all events, identify any potential streams and agree action	Chairman	5 minutes
15.	To receive a list of community groups and agree action with regards to Community Engagement	Chairman	10 minutes
16.	Chairman's comments	Chairman	5 minutes
17.	Items for Future Agendas	Chairman	5 minutes

**Please note, this is a public meeting and you may be filmed, recorded and published.**