

# THRAPSTON TOWN COUNCIL

Mayor: Cllr Craig Wheeler

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**Minutes of the Meeting of the Events and Community Engagement Committee  
held on Tuesday 22<sup>nd</sup> January 2019 at 7.15pm at the Town Council Office**

**Present: Cllr Cribb (Chairman), Cllr Charles, Cllr Carter, Cllr Draycott, Cllr Latimer, Cllr Wheeler,  
Cllr Strode-Willis**

**Charlotte Croser [8.00pm], David Manning [8.05pm]**

**In attendance: Emma Dugdale (Event Co-ordinator)**

No.	Item	Action	By Whom
1.	<b>Election of Chairman</b> Cllr Wheeler asked for nominations for the position of Chairman. Cllr Cribb was proposed, seconded and agreed by all. There being no further nominations Cllr Cribb was duly elected and she accepted the position of Chairman of the Events and Community Engagement committee.		
2.	<b>Election of Non Councillors onto the Committee</b> Charlotte Croser and David Manning were nominated to join the Committee as non-councillors. It was resolved to co-opt both Charlotte Croser and David Manning on to the Committee.		
3.	<b>Apologies for absence</b> None.		
4.	<b>Declaration of Interest</b> Cllr Charles- Thrapston Plaza Opera Item 11.		
5.	<b>Public Open Time</b> None.		
6.	<b>To approve the Minutes of the New Year's Eve Working Party meeting dated 11<sup>th</sup> December 2018</b> <b>Resolved:</b> That the minutes of the New Year's Eve Working Party dated 11 <sup>th</sup> December 2018 be confirmed as a true record.		
7.	<b>To receive a report from the Volunteer Action Representative and agree any items requiring consideration</b> Cllr Charles has been appointed a trustee for Volunteer Action but the board meeting was on Thursday 24 January so		



	<p>stage will be booked. As a contingency for bad weather the school hall is to be looked into as an alternative. Funding streams are still being explored for this event.</p> <ul style="list-style-type: none"> <li>• <b>Civic Service</b> deferred until the next meeting.</li> <li>• <b>Fireworks</b> deferred until the next meeting.</li> <li>• <b>Remembrance Sunday</b> deferred until the next meeting.</li> <li>• <b>Christmas Festival (wash up 2018/planning 2019)</b>- the lack of councillor assistance was noted. It is hoped that this will not be the case again in 2019. The reports from the vendors outside was that both the Spud Hut and Doodles didn't do well, but Happy Herefords sold out, so it was agreed that for 2019 more street food would need to be sourced with greater variety. It was suggested a hog roast be booked and someone to provide mulled wine/hot cider. The inside market was well received; the limited stalls and more hand selected stallholders worked well and will carry forward to 2019. The Council tent and the craft tent were discussed as to whether they should be side by side. It was acknowledged that there is a need to make the public more aware of free activities and stalls. The possibility of the fair bringing some different rides for 2019 was discussed so it wasn't the same as previous year's to be investigated. The possibility of having other activities at the other end of the street were discussed, budget allowing. Prince William School and Dynamix have both expressed an interest at being involved in 2019 and another act will be sourced for 2019 for the stage. The carols by the tree and the difficulty of hearing the carols and parents being unable to see their children sing was discussed and other options will be investigated. The idea of having a grotto at the event was discussed; it was suggested that covers are available to purchase for the gazebos which would mean storage would be minimal with only a small number of props needed. The possibility of having a meet and greet space could be used with characters taking it in turns to appear. Grants and funding are to be sourced. <p>Charlotte Croser and David Manning both left at 8:50pm</p> </li></ul>	Contact school Funding streams to be sourced	Office Office
		Source other stall holders	Office
		Look into covers for gazebos to bring to meeting	Office
		Grants/funding to be sourced	Office
12.	<b>To discuss New Year's Eve 2018 and consider whether the Town Council should host New Year's Eve 2019 and determine a recommendation to FTC</b> – The report was read and discussed. Item to be deferred until the licensing has been confirmed. To be reported to Full Town Council.		
13.	<b>To discuss Movie Matiness and determine if to continue with a monthly programme of screenings to consider costs (see attached)</b> This was deferred until after the last screening in March.		
14.	<b>To discuss and consider the marketing, publicising and promoting of all events and identify any items (banners/posters etc) to be purchased</b> Deferred until the next meeting.		
15.	<b>To discuss funding opportunity for all events and agree action</b> Deferred until the next meeting		

16.	<p><b>To receive a list of community groups and allocate members as representatives with a view to establishing a programme of community engagement</b> - A draft list of community organisations was read out. The item was discussed. It was suggested that the Full Town Council should be included in community engagement. It was agreed to explore other groups and then discuss again at the next meeting.</p> <p>It was discussed if there was a need for Councillors to go to groups or invite them to the Annual Town Meeting.</p>	Other options to explored	Office
17.	<p><b>Chairman's comments</b> No comments.</p>		
18.	<p><b>Items for Future Agendas</b> None received. There being no further business the meeting closed at 9.35pm.</p>		

Signed .....

Dated .....