

THRAPSTON TOWN COUNCIL

Mayor: Cllr Craig Wheeler

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

**Minutes of the Meeting of the Events and Community Engagement Committee
held on Tuesday 23rd April 2019 at 7.22pm at the Town Council Office**

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

In attendance: Emma Dugdale (Event Co-ordinator)

No.	Item	Action	By Whom
1.	Apologies for absence Apologies were received and accepted from Cllr Wheeler.		
2.	Declaration of Interest Karen Draycott – Dreamers. Diana Charles – Thrapston Plaza Opera.		
3.	Public Open Time None.		
4.	To approve the Minutes of the Events and Community Engagement Committee meetings dated 22nd January and 26th February 2019 Resolved that the Minutes of the Events and Community Engagement Committee meetings dated 22 nd January and 26 th February 2019 be confirmed as a true record.		
5.	To receive a report from the Volunteer Action Representative and agree any items requiring consideration Since the last meeting there have been no other meetings with Volunteer Action, they did attend the Annual Town Meeting and will be leafletting within the Library to recruit new drivers for the charity. The next meeting will be next month.		
6.	To receive a report from the CHAT Representative and agree any items requiring consideration No report received.		
7.	To receive a report from the Events Co-ordinator on the current position regarding each of the forthcoming events, noting the items requiring consideration. Report received and noted.		

8.	<p>To discuss forthcoming events and agree action: -</p> <ul style="list-style-type: none"> Movie Matinees The licencing for the films was discussed. It was agreed more investigation was needed regarding costs involved with us sourcing our own licences for the films. The way bookings for films and performances was also discussed. It was agreed to look into an online booking system. The average cost per film was requested and a break down will be provided for the next meeting. Arts Festival The budget was discussed and it was agreed not to pursue any other sponsorship from local businesses this time. Confirmed food vendors for the closing event were discussed and other local businesses were suggested to invite. Posters were reviewed and the closing event was agreed to be changed to 'Festival Finale' and a generic poster to be completed. It was agreed that a weekly email would be sent to the Committee giving everyone an update on what has progressed. Tickets for the opening event to go on sale 20th May with 30 tickets for guests and councillors and the rest will be on a first come first serve basis. 160 tickets maximum including children. Items for a wash up meeting were discussed and it was agreed that it should take place as a separate meeting and not part of the Events Committee meeting. 	<p>To look into licencing</p> <p>To look into online booking</p> <p>To reach out to other vendors</p>	<p>Office</p> <p>Office</p> <p>Office</p>
9.	<p>To discuss and consider the charge for a pitch at a council event and agree action It was agreed to review at the beginning of the next financial year</p>	<p>Agenda February 2020</p>	<p>Office</p>
10.	<p>To discuss a 'Big Clear Up' event within Thrapston and agree action It was discussed and agreed to approach the 'Plastic Free Thrapston' group to try and join up and do a litter pick to coincide with the summer holidays.</p>	<p>Reach out to Plastic Free Thrapston</p>	<p>Office</p>
11.	<p>To discuss and consider the dressing of the Plaza to promote as a business and agree action It was discussed and agreed to explore local 'event dressers' to see about dressing the Plaza for a wedding and other event and obtain costings for a promotional brochure and video to be uploaded onto our website</p>	<p>Reach out to businesses for costing</p>	<p>Office</p>
12.	<p>Chairman's comments David Manning's email following the Annual Town Meeting was discussed regarding the development of the Persimmon land.</p>		
13.	<p>Items for Future Agendas Nene valley festival – what are East Northants and Thrapston Town Council doing?</p>		
	<p>There being no further business the meeting closed at 9.02pm</p>		

Signed

Dated