

# THRAPSTON TOWN COUNCIL

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

13<sup>th</sup> June 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 **Wednesday 19<sup>th</sup> June 2019 at 7.30pm** 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>	Chairman	Items 1-3 5 minutes
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)		
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 confirm the 75% from ticket sales donation to be made to Dreamers	Chairman	5 minutes
5.	To discuss donations to performing groups	Chairman	10 minutes
6.	To note the staff feedback report on individual events	Chairman	5 minutes
7.	To review the Arts Festival overall in terms of: <ul style="list-style-type: none"><li>• Early Planning – what the Arts Festival was intended to be</li><li>• Liaison with contributors</li><li>• Liaison with venues</li><li>• Volunteers and staff</li><li>• Programme of events</li></ul>	Chairman	20 minutes

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

	<ul style="list-style-type: none"> <li>• Advertising</li> <li>• Overall management of the event</li> <li>• Success – how to measure</li> <li>• Budget</li> </ul>		
8.	To discuss whether we should host a washup session at the Plaza with all contributors invited.	Chairman	5 minutes
9.	To discuss whether there is a future for another Arts Festival and, if so, what the initial thoughts are on how it should look and how it should be managed	Chairman	20 minutes
10.	To highlight main points to be reviewed and considered going forwards <ul style="list-style-type: none"> <li>• What went well?</li> <li>• What didn't go well?</li> <li>• What would we do differently?</li> </ul>	Chairman	20 minutes
11.	Chairman's comments	Chairman	5 minutes