

THRAPSTON TOWN COUNCIL

Mayor: Cllr Karen Draycott

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**Minutes of the Meeting of the Events & Community Engagement Committee
held on Tuesday 28th January 2020 at 7:15pm at the Town Council Office**

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

In attendance: Melanie Barfield (Events Co-ordinator)

No.	Item	Action	By Whom
1.	Apologies for absence Charlotte Croser and David Manning gave their apologies, which were accepted.		
2.	Declaration of Interest None.		
3.	Public Open Time None.		
4.	To approve the Minutes of the Events and Community Engagement Committee meeting dated 18th December 2019 Resolved that the Minutes of the Events & Community Engagement Committee meeting dated 18 th December 2019 be confirmed as a true record.		
5.	To approve the Minutes of the Events and Community Engagement Committee meeting dated 15th January 2020 Resolved that the Minutes of the Events & Community Engagement Committee meeting dated 15 th January 2020 be confirmed as a true record.		
6.	To discuss email received from Thrapston Town Juniors Football Club regarding Thrapston Fun Run and agree action The email from Thrapston Town Juniors stated the event would take place on 16 th December, clarification is required regarding the date and the nature of support being sought from the Town Council. It was agreed that we will promote the event via Facebook, Twitter and Jigsaw.	Liaise with Damian from Thrapston Juniors re details of event	Events Co-ordinator

7.	<p>To discuss letter received from 'Finding Fitness' regarding holiday sports clubs and agree action While the Committee agreed in principle to the concept of free sports provision for children in the summer holidays it was felt that we should first approach Jackie Ackroyd from East Northamptonshire Council and check whether they are doing any summer holiday groups (as they did last year). There was concern that a funding application (as required by Finding Fitness) would add additional workload to the office staff.</p>	Check with ENC re summer holiday provision	Events Co-ordinator
8.	<p>To discuss the presentation delivered by Jason Royce to Full Town Council on 10th December 2019 regarding a regular youth drop-in at Thrapston Methodist Church 5 nights per week, and agree action Cllr Bennett will meet with Jason Royce to discuss his proposal and will then feed back to the Events Committee.</p>		
9.	<p>To consider the formulation of sub-committee(s) for the Town Council's major event(s) and agree action It was agreed that no structural changes will be made to the Committee until after elections take place. Meetings will continue to focus on upcoming events, no sub-committees will be formed at this stage.</p>		
10.	<p>Change of date for Elf Movie Matinee from Saturday 19th December to Sunday 13th December It was agreed to change the date of this screening.</p> <p>VE Day Street Party Refreshments It was suggested that Crawford & Tilley's sweet factory might be interested in being involved either running a sweet store providing sweets as giveaways. Councillors felt that any food and drink companies in attendance would need to make an effort to keep in line with the World War II theme. A £35 pitch fee was agreed. The Committee felt that it was important to have some alcohol sellers in the High Street because past events have shown public demand.</p> <p>VE Day Street Party Entertainment It was agreed to cancel the provisional Punch and Judy booking. Charlotte Croser has offered to provide games outside Jolly's Toys including hopscotch, bean bags, marble games, jacks etc. free of charge. Thrapston Primary School has been contacted regarding involvement, Cllr Carter will try and follow this up. Further entertainment giveaways etc will be investigated once the outcome is known of the funding application submitted in December. It was agreed that the choirs performing at the Mayor's Evening of Choirs be contacted regarding doing some walkabout singing. It was highlighted that in the past it has been difficult to hear audio from the stage further up the street and that speakers should be positioned along the road. It was suggested that we have an all clear siren before the start of Fortissimo's set, marking the beginning of the event. It was suggested that U3A could run a 'make do and mend' stall where people could bring items of clothing and be shown how to fix them.</p>	<p>Change Plaza and licence date</p> <p>Contact Tilleys to invite involvement</p> <p>Source food/drink options</p> <p>Cancel provisional booking</p> <p>Check with TPS re involvement in Street Party</p> <p>Speak with choirs re Street Party</p> <p>Liaise with Moore Audio re speakers</p> <p>Invite U3A to participate in event</p>	<p>Events Co-ordinator</p> <p>Events Co-ordinator</p> <p>Events Co-ordinator</p> <p>Events Co-ordinator</p> <p>Cllr Carter</p> <p>Events Co-ordinator</p> <p>Events Co-ordinator</p> <p>Events Co-ordinator</p>

	<p>It was agreed that no local dance groups would be approached for performances but to have several swing dancers in front of the stage to encourage other dancers into the dance area. Given that the celebrations for VE Day came at a time of austerity it was agreed that there would be no on-stage performances other than Fortissimo.</p> <p>2020 Civic Service date It was agreed that the Civic service for 2020 will take place on Sunday July 26th, providing that Nolan and June from St James' Church are available. If not, they will be offered dates in October (4th/11th/18th). The office will check which regular dates (e.g. third Sunday in June) other local Councils have their annual Civic Service.</p> <p>To set a date for the next Thrapston Festival meeting It was agreed that, rather than arranging a dedicated meeting at this point in time, Thrapston Festival will continue to be incorporated in each agenda on the monthly basis. Key areas will be included in February's Events report.</p> <p>To confirm 28th November as the date for the 2020 Christmas Festival event It was agreed that the 2020 Christmas Festival will take place on Saturday November 28th.</p> <p>To set a date for the next Christmas meeting Charlotte and David will be briefed before each meeting regarding the Christmas event. The Christmas Festival will continue to be incorporated into the agenda on a monthly basis.</p> <p>To consider an additional Quiz & Chips date in 2020 It was agreed that the Town Council will hold a Summer Quiz and Chips event on Saturday July 18th. It was suggested that the money raised from ticket sales and bar sales from this event could be allocated to a Town Council project within Thrapston.</p> <p>To consider offering a Pantomime in 2020 It was confirmed that Thrapston Town Council will host a Pantomime performance at 2pm on Saturday December 5th 2020. Further details will be confirmed later in the year.</p>	<p>Make enquiries to MASH dance group</p> <p>Contact St James Church re dates</p> <p>Check local civic calendars</p> <p>Book Plaza, invite Quizmaster, book catering</p> <p>Confirm Plaza booking</p>	<p>Cllr Carter</p> <p>Events Co-ordinator</p> <p>Events Co-ordinator</p> <p>Events Co-ordinator</p> <p>Events Co-ordinator</p>
11.	<p>To draft Town Council event dates for the 2021 calendar, in order to secure Plaza bookings It was agreed that, in order to secure the Plaza for Town Council events, a draft calendar of events will be created. We will book in Movie Matinees, the Civic Service, Thrapston Festival (in line with the Nene Valley Festival), and a Mayoral event in the Spring.</p>	<p>Draft annual calendar of events, assigning dates for regular events</p>	<p>Events Co-ordinator</p>
12.	<p>Chairman's comments None.</p>		
	<p>There being no further business the meeting closed at 20:58.</p>		

Signed

Dated