

# THRAPSTON TOWN COUNCIL

Mayor: Cllr Karen Draycott

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

**Wednesday 21<sup>st</sup> October 2020**

To Members of the Events and Community Engagement Committee

You are hereby summoned to attend the Meeting of the Events & Community Engagement Committee remotely via Zoom on **Tuesday 27<sup>th</sup> October 2020 at 7.15pm** for the purpose of transacting the following business.

In view of the current government guidelines regarding the Covid-19 outbreak, it has been recommended that all meetings be held remotely. This does not affect the rights for members of the public and press to attend, although they are excluded from any items marked with an \*.

To attend the Council zoom meeting please use this link:

<https://us02web.zoom.us/j/87367858282?pwd=NFpwNjU2aDA5UUxiSUwyNjRXY1MyQT09>

You will be required to enter the Meeting ID: **873 6785 8282** and Passcode: **119926**

A handwritten signature in blue ink, appearing to read 'Melanie Barfield'.

Melanie Barfield  
Events Co-ordinator

## AGENDA

No.	Item	By whom	Time
1.	<b>Apologies for Absence</b>	Chairman	Items 1-2 2 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)	Chairman	15 minutes

4.	To welcome Cllr George to the Committee and to note that the current Committee membership of 5 Councillors and 3 non-Councillor members adheres to the Committee's Terms of Reference (minimum 6 members)	Chairman	Items 4 & 5 5 minutes
5.	<b>Resolution:</b> To approve the Minutes of the Events and Community Engagement Committee meeting dated 25 <sup>th</sup> August 2020	Chairman	
6.	To receive a report from the Volunteer Action Representative and agree any items requiring consideration	Cllr Charles	Items 6 & 7 5 minutes
7.	To receive a report from the CHAT Representative and agree any items requiring consideration	Cllr Boyd	
8.	<b>Resolution:</b> To receive and consider the recommendations from the Virtual Events Working Party meeting dated 30 <sup>th</sup> September 2020 and agree action <b>Recommendations to Committee</b> <ul style="list-style-type: none"> <li>• To conduct and publish a podcast interview with Charlie Bull, conducted by David Manning (Cllr Wilcox to provide technical support)</li> <li>• <i>To promote COVID-safe Halloween activities [NB this was approved by Committee via email on 16<sup>th</sup> October 2020]</i></li> <li>• To disband the Virtual Events Working Party and reincorporate virtual events into the Events &amp; Community Engagement Committee due to the current lack of physical events</li> <li>• Christmas virtual event(s) to be added to October Events agenda for discussion and agreement/approval</li> <li>• All other types of virtual events to be added to future agendas</li> </ul>	Cllr Wilcox	20 minutes
9.	To receive an update on Remembrance Day events and agree action	Chairman	5 minutes
10.	To discuss the options for Christmas virtual event(s) and agree action	Chairman	15 minutes
11.	To discuss ways to support local families in need during the lead-up to Christmas and agree recommendations to take to Full Town Council	Chairman	10 minutes
12.	To consider the 2021 calendar of events and determine whether to continue with plans for the first quarter and to determine whether these events will go ahead January 27 <sup>th</sup> 2021 Quiz & Chips March 23 <sup>rd</sup> 2021 Evening of Choirs Spring 2021 Civic Service	Chairman	10 minutes
13.	To review and finalise the Events budget request for the 2021-22 Civic year	Chairman	10 minutes
14.	Clerk's Report (for noting)	Chairman	Items 15 & 16 5 minutes
15.	Chairman's Comments	Chairman	