

IRTHLINGBOROUGH TOWN COUNCIL



MINUTES OF THE MEETING OF THE EVENTS COMMITTEE HELD ON
TUESDAY 26TH OCTOBER 2021 AT 7.35P.M. (following the Planning meeting)

PRESENT: Councillors J Bragg (arrived at 7.45), C Collis-Neale, C Cross, E Hopkinson, and P Boyer (Ex Officio)

ALSO PRESENT: Sylvia Gunther and Nicki Joynes - Co-opted members

42. APOLOGIES

TO RECEIVE AND ACCEPT APOLOGIES OF ABSENCE RECEIVED IN ADVANCE OF THE MEETING.

Councillor R Powell – Family Commitment
Councillor C Kearns-Gray – Work Commitment

RESOLVE EVE/10(21)/79 – that Councillor R Powell and C Kearns-Gray’s apologies be accepted.

43. DECLARATIONS OF INTEREST

TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST AND OTHER INTERESTS AND THE NATURE OF THOSE INTERESTS RELATING TO ITEMS ON THE AGENDA.

No declarations were made.

44. MINUTES

TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF THE EVENTS COMMITTEE MEETING HELD ON THE 28TH SEPTEMBER 2021.

The Chairman requested that Page 16 -**RESOLVE EVE/09(21)/79**– that the Council purchases one two metre square banner using the same basic design as the posters at a cost of £66 + VAT- be removed, this had been addressed by the Town Council and was now being purchased as part of the Welcome Back fund.

RESOLVE EVE/10(21)/80 - that the amended minutes with the removal of **RESOLVE EVE/09(21)/79**– of the Events Committee Meeting 28th September 2021 be approved and signed as a correct record of proceedings.

45. MATTERS ARISING (UNLESS COVERED BELOW)

Page 14 - **38. TO RECEIVE A VERBAL UPDATE ON THE “YOUR TOWN” RUN EVENT ON 10TH OCTOBER 2021 AT 9AM. RESOLVE EVE/09(21)/71**– that the Chair of the Events Committee and the Clerk are

Chairman:

Date:

delegated to make the decision on whether to run the event or not on Monday 4th October 2021. – Copuncillor C Cross following the cancellation of the “Your Town” run Event on the 10th October 2021 and a new date of the Sunday 8th May 2021 having been agreed at the October Full Town Council meeting. – Councillor C Cross asked that the event could be advertised on www.findarace.com a website that provides a comprehensive list of 5K runs countrywide for runners to book places via.

The Clerk noted the website for a future meeting.

Councillor E Hopkinson wished to acknowledge the hard work of the Assistant Clerk who had organised the event in addition to her day to day work. He stated that the unfortunate cancellation was in no way a reflection on her efforts and wished to thank her.

The Clerk thanked him on the Assistant Clerks behalf.

Page 15 - **RESOLVE EVE/09(21)/72**– that the invitation list for the 100 Year War Memorial Rededication Service is agreed as follows: - The Lord Lieutenant of Northamptonshire, Representatives of the towns three schools/colleges, Irthlingborough Infant School, Irthlingborough Junior School, and Huxlow Science College, Representatives of the Irthlingborough Scout Group, Mrs D Farrar and Mr R Langley. – Councillor C Cross asked if the Clerk had received responses to the letters.

The Clerk had received three responses these being from Huxlow Science College, Irthlingborough Scout Group and Mrs D Farrar all of whom had accepted the invitation to attend.

Co-opted member C Scarborough had sent her apologies.

46.TO NOTE EVENTS RESOLVES REPORT

TO RECEIVE AND NOTE THE ACTIONS TAKEN AGAINST EVENTS RESOLUTIONS UP TO 19TH OCTOBER 2021

Page 2 - **RESOLVE EVE/07(21)/20** – that Irthlingborough Town Council request a road closure of the High Street on Sunday 5th June 2022 to hold a street party as part of the Big Jubilee Lunch Event. Councillor C Cross asked if the road closure had been applied for.

The Clerk responded that the Assistant Clerk had been concentrating on the events in 2021. The Queens Jubilee Event would be discussed at the January meeting.

RESOLVE EVE/10(21)/81– that the Events resolves report is received and the actions taken up to the 19th October 2021 are noted

47.TO FINALISE DAY FOR REMEMBRANCE SUNDAY & THE 100-YEAR WAR MEMORIAL REDEDICATION EVENT FOLLOWING MEETING.

A meeting had taken place with Father John of St Peters Church where the programme for the Remembrance Service and Rededication of the War Memorial Service had been discussed. Following this the agreed programme had been circulated by email to all committee members.

RESOLVE EVE/10(21)/82– that the final schedule for Remembrance Sunday and the 100 year War Memorial Rededication Event be agreed.

Chairman:

Date:

The Clerk gave a brief update, she confirmed that the bugler had agreed to play the last post from the Church Tower at 12pm in addition to the normal arrangement at the War Memorial. Father John had agreed to provide chairs for the Remembrance Service to be held on Parsons' Green (weather permitting) and for the Rededication of the War Memorial Service at the War Memorial. The Assistant Clerk had ordered a wreath from the Irthlingborough Flower Shop to be laid by Mrs D Farrar at the Rededication Service and the Carnival Committee had agreed to manage the road closure for the events as in previous years. The Historical Society had arranged for a slide show of the casualties of WW1 and WW2 (approximately 180) to be screened from Monday 8th November 2021 for a week in the Through the Looking Glass salon window in the High Street.

Father John had indicated it would be nice for a wreath to be laid by an Irthlingborough School student at the Rededication of the War Memorial Service to represent the future.

It was agreed that the Head Boy and head Girl of Huxlow Science College would be asked to lay a wreath on behalf of the future generation. A wreath to be ordered from the Irthlingborough Flower Company.

RESOLVE EVE/10(21)/83 – that the Council orders a wreath from the Irthlingborough Flower Company for the Head Boy & Head Girl of Huxlow Science College to lay at the Rededication of the War Memorial Service.

RESOLVE EVE/10(21)/84– that the Clerk confirms with Royal British Legion representative Allan Short their arrangements for the procession to the War Memorial and the wreath laying at the War Memorial Remembrance Service.

RESOLVE EVE/10(21)/85 – that Committee members discuss and agree wording if any to be included on the wreaths to be laid during the Rededication of the War Memorial Service and advise the Clerk prior to the 12th November 2021

48.TO DISCUSS THE TERMS & CONDITIONS FOR THE MARKET AS PER RESOLVE EVE/09(21)/78 - that Nicki Joynes would forward a copy of the draft Terms and Conditions for food stalls to the Assistant Clerk to be brought to the next Events meeting scheduled for the 26th October for discussion/consideration **AND PLANS TO EXPAND INTO THE REST GARDENS FOR NOVEMBER AS PER RESOLVE ITC/10(21)/216** - that the market is extended by having stalls in the Rest Gardens in the High Street as well as on Parsons' Green in the future.

A draft amended General Terms of Conditions had been included in the pack, the conditions stating no food stalls had been removed.

RESOLVE EVE/10(21)/86 – that the amended General Terms of Conditions for the Market be agreed and accepted.

The Environmental Health Terms and Conditions were currently not available.

Although it had been resolved that food stalls could be included at future markets it was proposed no food stalls be invited to the November market. It was again stressed that any future food stalls produce should not be in direct competition with products already provided by existing High Street businesses.

RESOLVE EVE/10(21)/87 – that it is agreed not to have any food stalls at the November market.

Chairman:

Date:

Sufficient requests from people interested in having a stall at the November market had been received to enable the market to expand into the Rest Gardens.

RESOLVE EVE/10(21)/88– that it is agreed that both Parson’s Green and the Rest Gardens would be used for the November market.

The Clerk informed members that the Raunds Temperance Band had been booked to play on Parsons’ Green at several intervals during the November Market. This had been funded through the Welcome Back Fund.

49.TO DISCUSS PLANS FOR THE 4TH DECEMBER CHRISTMAS MARKET

The Clerk informed members that the Raunds Temperance Band had been booked to play on Parsons’ Green at several intervals during the December Market. This had also been funded through the Welcome Back Fund.

It was agreed that food stalls could be invited to the December market.

RESOLVE EVE/10(21)/89 – that it is agreed to have food stalls at the December market.

RESOLVE EVE/10(21)/90 – that Nicki Joynes submits Environmental Health Terms and Conditions to the Clerk and Assistant Clerk in time for these to be reviewed and issued with the booking form for the December market.

There was lengthy discussions regarding the timing of the December market. It had previously been resolved that the December market would be held from 9.30am-1pm to keep consistency whilst establishing the Irthlingborough market on the markets calendar.

However, it was understood some stall holders were keen to take advantage of the additional foot fall in the town during the Christmas Fest 2pm to 6pm on the same day.

It was noted that the Assistant Clerk would need to be consulted as she would need to be present for insurance purposes.

It was proposed that a recommendation be taken to the Full Town Council meeting on 9th November 2021 to extend the market in December until 6pm.

RECOMMEND – that the December market be extended from 9.30am to 1pm to 9.30am to 6pm to enable stall holders to be present during the Christmas Fest Event.

It was noted that the iGrow Christmas Fest usually had a Christmas Grotto in the Rest Gardens, therefore it was felt the market in December should be on Parsons’ Green only.

RESOLVE EVE/10(21)/91 – that it is agreed that stalls for the December market will only be on Parsons’ Green.

At the present time details of the iGrow Christmas Fest Event and light switch on were still being agreed.

Chairman:

Date:

Members proposed that an additional Events Committee Meeting be held prior to the December market to finalise the arrangements.

RESOLVE EVE/10(21)/92 – that an additional Events Committee meeting be held on Wednesday 17th November 2021 at 7.30pm.

Date of next meeting Wednesday 17th November 2021 at 7.30pm at the Community Centre,
Fettleline Road NN9 5XF

There being no further business the meeting closed at 8.40pm.

Chairman:

Date: