

## IRTHLINGBOROUGH TOWN COUNCIL



MINUTES OF THE MEETING OF THE EVENTS COMMITTEE HELD ON  
TUESDAY 4<sup>TH</sup> OCTOBER 2022 AT 7.00PM AT THE COMMUNITY CENTRE, FETTLINEDINE ROAD, NN9 5XF

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PRESENT: Councillors P Boyer, S Boyer, C Collis-Neale, C Cross, R Powell and Mayor (Ex Officio)  
ALSO PRESENT:

AGENDA

### 19.APOLOGIES

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

Councillor E Hopkinson – Work Commitment

**RESOLVE EVE/10(22)/22** – that Councillor E Hopkinson’s apology be accepted

### 20.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.

### 21.MINUTES

TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF THE EVENTS COMMITTEE MEETING HELD ON THE 28<sup>TH</sup> JUNE 2022.

**RESOLVE EVE/10(22)/23** - that the minutes of the Events Committee Meeting 28<sup>th</sup> June 2022 be approved and signed as a correct record of proceedings.

### 22.MATTERS ARISING

FROM THE EVENTS COMMITTEE MEETING HELD ON THE 28<sup>TH</sup> JUNE 2022 (UNLESS COVERED BELOW)

Page 3 **RESOLVE EVE/06(22)/08** - that Irthlingborough Town Council look into using/installing an independent registration/secure payment programme and running the event themselves rather than through Your Town. The costings for both options to be brought to the next Events Committee meeting. – this not on this agenda – will it be brought to the next meeting?

The Assistant Clerk responded that yes it would be brought to the next meeting.

Chairman:

Date:

Page 4 **RESOLVE EVE/06(22)/12** - that Councillor C Cross arranges for a regular notice to be placed in The Evening Telegraphs down your way section. – Councillor C Cross had contacted The Evening Telegraph. She had been advised that the “down your way “section had been discontinued so she is unable to place the notice.

**23.TO NOTE EVENTS RESOLVES REPORT**

TO RECEIVE AND NOTE THE ACTIONS TAKEN AGAINST EVENTS RESOLUTIONS UP TO 30<sup>TH</sup> AUGUST 2022.

Nothing was raised

**RESOLVE EVE/10(22)/24**– that the Events resolves report is received and the actions taken up to the 30<sup>th</sup> August 2022 are noted.

**24.TO CONSIDER THE FUTURE OF THE MARKET NOW IT HAS BEEN UP AND RUNNING FOR A YEAR.**

Councillor J Farrar suggested a change to the start time to 10am from 9.30 am next year. He and he was sure other stall holders found it very disheartening from 9.30 to 10 because there is no one around.

Councillor S Boyer wondered if once a month was too frequent and quarterly markets would be better.

Other members raised concerns that if it changed to quarterly markets loyal stallholders might find somewhere else to go and Irthlingborough might lose them.

The priority was felt to be increasing the footfall to the market.

It was felt that the food stalls i.e. cheese and chutney and cake attracted people in, once in people looked at the other stalls.

Councillor C Cross had been trying to get a fruit and vegetable stall to attend. The person who operated in the Swansgate Centre Wellingborough had been approached but they didn't have the staff to cover another location.

A trader who trades on the A6 had agreed to meet Councillor C Cross at Parsons' Green on Monday (10<sup>th</sup> October 2022) to view the site – Councillor C Cross would update members at the next meeting.

It was felt that for now the market should continue as it is.

**RESOLVE EVE/10(22)/25** – that the market continues to run on the first Saturday of the month March to December 2023 but, at the revised time of 10am to 1pm.

**25.TO AGREE ARRANGEMENTS FOR THIS YEAR'S CHRISTMAS MARKET ON 3<sup>RD</sup> DECEMBER 2022**

**I)OPERATING TIMES**

Last year the Council held the December market at the regular time of 9.30 until 1pm to keep consistency with monthly market times as they were in the process of trying to establish the market. Stallholders were told they could remain later until 3pm if they wished to.

Chairman:

Date:

It was felt it would be better to hold the market later this year between 2pm and 6pm to coincide with the I-Grow event rather than precede it. The stallholders would benefit from the large number of people that attend the Christmas Fest.

**RESOLVE EVE/10(22)/26** – that the December market be moved to the later time of 2pm to 6pm on the 3<sup>rd</sup> December 2022. Stallholders will be advised they can set up from 1pm.

## **II)ENTERTAINMENT**

The Raunds Temperance Band had been booked already to attend the market.

The Assistant Clerk advised the change of market time just agreed would not affect the booking as the Band had also been booked to play in Irthlingborough in the afternoon by I-Grow.

She advised she would discuss new session times for the market, to fit in with the revised market times and the sessions the band had been booked to play by I-Grow.

As the market was taking place at the same time as the I-Grow event this year and there would be lots of varied entertainment in and around the High Street it was felt the Council didn't need to book/put on any other entertainment for the December market.

**RESOLVE EVE/10(22)/27** – that the Assistant Clerk contacts The Raunds Temperance Band to rearranges their session times to fit into the revised December market time of 2pm to 6pm.

## **III)STALLS**

Last year food stalls had been permitted for the first time at the Christmas market. Food stalls are now permitted at all the monthly markets.

The Assistant Clerk informed members that there had been a few stall holders who had made enquiries during the year saying they specialised in seasonal gifts ie Christmas, easter. It would be good if have something along those lines.

Members proposed that all stallholders who had registered for stalls previously or made enquiries about the market in the past should be written to.

**RESOLVE EVE/10(22)/28** – that the Assistant Clerk writes to all stallholders who have registered for stalls previously, or made enquiries about the market in the past, to informed that the time of the December market had been changed to 2pm to 6pm to coincide with the I-Grow Christmas Fest and Christmas Light switch on.

## **IV)MARKETING/PROMOTION**

Currently the monthly markets are promoted by: -

2 banners - one on the Parsons' Green railings and one on the Wellingborough Road Cemetery fence. Posters – in the Council noticeboards, the church noticeboard and in some shop windows.

Website – The Assistant Clerk puts the market onto the News section of the Council website each month in the week before the market.

Social media – Councillor E Hopkinson puts the market onto social media sites the week before the market.

Chairman:

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Outlook - A regular quarter page advert is put into the Church magazine Outlook.

The banners cannot be used for the December market due to the time change.

It was proposed a new seasonal poster be designed specifically for the December market.

It was suggested that the Council give some posters to I-Grow and ask them to promote the market alongside their Christmas Fest Event.

**RESOLVE EVE/10(22)/29** – that the Assistant Clerk designs a seasonal poster for the December market to be displayed in the Council noticeboards, the church noticeboard and local shop windows and given to I-Grow to promote alongside their Christmas Fest Event.

**RESOLVE EVE/10(22)/30** – that a seasonal advert be placed in the December issue of the church magazine Outlook.

## **26. TO CONSIDER EVENTS FOR THIS CIVIC YEAR 2022/23 AND 2023/24**

The Council has already agreed to hold a second 5K Run to be promoted as a 5K Family Fun Run on Sunday May 14<sup>th</sup> 2023 at 9am starting and finishing on the Central Recreation Ground.

Councillor C Cross brought to members attention that all the running websites were now listing events for 2023.

**RESOLVE EVE/10(22)/31** – that details of the 5K Family Fun Run and how to register for it be placed on all the running websites used last year as soon as possible.

Members put forward suggestions for other possible events for Civic year **2022/2023**

**Wednesday 8<sup>th</sup> March 2023** - 300<sup>th</sup> anniversary of the death of Architect Christopher Wren

**Sunday 23<sup>rd</sup> April 2023** -St Georges Day

Members put forward several suggestions for other possible events for civic year **2023/2024**.

**June 2023** - King Charles III's Coronation (actual date still to be confirmed)

**Sunday 18<sup>th</sup> June 2023** – Anniversary of the Battle of Waterloo.

**Wednesday October 25<sup>th</sup> 2023** - St Crispin Day/Northamptonshire Day

### **Non specific date events**

Yard sale

Irthlingborough on Sea

Party in the park – to include a beer festival

**RESOLVE EVE/10(22)/32** – that the following ideas for additional events in Civic Years 2022/2023 and 2023/2024 be added to the next Events Agenda for further discussion and agreement *on which events should be **RECOMMENDED** to Full Council for their approval:* -

**Wednesday 8<sup>th</sup> March 2023** - 300<sup>th</sup> Anniversary of the death of Architect Christopher Wren

**Sunday 23<sup>rd</sup> April 2023** -St Georges Day

**June 2023** - King Charles III's Coronation actual date still to be confirmed

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**Non specific date events**

Yard sale

Irthlingborough on Sea

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**RESOLVE EVE/10(22)/33** – that an additional Events Committee Meeting is held on Tuesday 1<sup>st</sup> November at 7pm at the Community Centre, Fettleline Road.

Date of next meeting – 1<sup>st</sup> November 2022

There being no further business the meeting closed at 7.35pm.

Chairman:

Date: