

IRTHLINGBOROUGH TOWN COUNCIL



MINUTES OF THE MEETING OF THE EVENTS COMMITTEE HELD ON
TUESDAY 31ST JANUARY 2023 AT 7.00PM AT THE COMMUNITY CENTRE, FETTLIEDINE ROAD, NN9 5XF

PRESENT: Councillors P Boyer, S Boyer, and C Cross

ABSENT: Councillor E Hopkinson

ALSO PRESENT: S Gunther – co-opted member, 1 representative of the Finedon Gladstones Running Club and 2 representatives of the 4 x4 club

AGENDA

33. APOLOGIES

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

Councillor J Farrar – Family Commitment

RESOLVE EVE/01(23)/39– that Councillor J Farrar’s apology be accepted

34. 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.

35. MINUTES

TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF THE EVENTS COMMITTEE MEETING HELD ON THE 1ST NOVEMBER 2022.

RESOLVE EVE/01(23)/40 - that the minutes of the Events Committee Meeting 1st November 2022 be approved and signed as a correct record of proceedings.

36. MATTERS ARISING (UNLESS COVERED BELOW)

Nothing was raised

37. TO NOTE EVENTS RESOLVES REPORT

TO RECEIVE AND NOTE THE ACTIONS TAKEN AGAINST EVENTS RESOLUTIONS UP TO 24TH JANUARY 2023.

Nothing was raised.

Chairman:

Date:

RESOLVE EVE/01(23)/41– that the Events resolves report is received and the actions taken up to the 24th January 2023 are noted.

38. TOWN RUN

TO RECEIVE DETAILS OF THE EVENT AND FINALISE DETAILS WITH THE FINEDON RUNNERS AND 4X4 CLUB

It had already been resolved to hold a 5K Family Fun Run event on Sunday 14th May 2023.

As the event this year was being billed as family fun run it was felt a shorter distance run should also be offered.

RESOLVE EVE/01(23)/42 – That the Council hold two events a 2K run which would start a 9.30am and a 5K fun run that would start at 10am.

RESOLVE EVE/01(23)/43 – that a number is to be issued to each entrant and the number of entrants restricted to 150.

RESOLVE EVE/01(23)/44 – on completion of the course each entrant will receive a medal.

RESOLVE EVE/01(23)/45 – the Assistant Clerk is to check the number of medals held and order 2K and 5K medals as required.

i) ENTRY COST & WHO THE MONEY WILL GO TO

Members were very conscious that people were struggling with all the cost of living and inflation rises at the moment. Last year the entrance fee for the 5K event had been £10. They felt this should be reduced to £5 this year with no charge for children.

No charge is to be made to enter the 2K event.

RESOLVE EVE/01(23)/46 – that there should be no charge to enter the 2K Family Fun Run event and a charge of £ 5 to enter the 5K Family Fun Run event for adults, no charge for children.

It was suggested that a recommendation should go to the Full Town Council that any money raised should go towards the Town Carnival.

RECOMMEND – that any money raised from the 5K Family Fun Run event be donated to the Irthlingborough Carnival Committee.

Marsh Industries offered sponsorship of £500 towards the events costs.

RECOMMEND – that an offer of a £500 donation from Marsh Industries towards the cost of running the 2K and 5k Family Fun Run event be accepted.

ii) WHERE TO PAY TO REGISTER TO RUN

Last year the event was run in conjunction with the Town App as part of an initiative to promote the town following COVID.

Chairman:

Date:

This year it was proposed the Council raise their own entry form and that entry fees are paid directly to the Town Council via BACS.

A link to /details of the website to be included in adverts and on the poster.

It had already been resolved to advertise the events on the running websites used last year.

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.

A link to the form on the Council website would be included.

RESOLVE EVE/01(23)/47 – that an entry form is designed/raised and used as part of an independent registration/secure payment programme on the Irthlingborough Town Councils website.

RESOLVE EVE/01(23)/48 – that a poster is designed for display in the town's noticeboards, on the Council website and in local shops.

RESOLVE EVE/01(23)/49 – that adverts are placed in the Outlook Magazine and the Evening Telegraph.

iii) ROUTE

Concerns had been raised about the safety of last years route, the number of roads crossed and lack of marshalls at the road crossings.

The Finedon Gladstone Running Club suggested a safer route would be to take advantage of the Wildlife Trust's Lakes and Meadows.

It was proposed the start and finish lines would be in the Town Car Park.

The Finedon Gladstone Running Club offered to liaise with the Assistant Clerk to agree and measure the 2k and 5 K routes.

RESOLVE EVE/01(23)/50 – that the Wildlife Trust are contacted to seek permission to use the Lakes and Meadow site for the 2k and 5k Family Fun Run routes and also to ask if they would be able to open the bottom gate during the event for access to emergency vehicles if required.

RESOLVE EVE/01(23)/51 – that the Finedon Gladstone Running Club and the Assistant Clerk work together to agree and measure the 2k and 5 K routes, the positioning of signs (distance and directional) and a water station.

RESOLVE EVE/01(23)/52 – that the Assistant Clerk undertakes a Risk Assessment for the 2K and 5K Family Fun Run event once permission to use Lakes and Meadows has been granted and the routes have been agreed.

iv) FIRST AID PROVISION AND DONATION

The 4 x 4 club would be able to provide first aid cover. They indicated that an event with less than 150 entrants did not need an ambulance on site and required three first aiders. The cost to provide three first aiders with all the necessary equipment and insurance would be £210.

Chairman:

Date:

RESOLVE EVE/01(23)/53– that the 4 x 4 club are asked to provide first aid cover for the 2K and 5K Family Fun Run event at a cost of £210.

The Assistant Clerk would notify them of the routes as soon as agreed.

v) REFRESHMENTS

The Assistant Clerk had already invited the Surf pod to attend the event, she would contact them to confirm times and the start/ finish location.

The Council have bottles of water donated by the Co-op to be offered to entrants on the course.

vi) WET WEATHER PLAN

Members felt that running events took place countrywide in all weather so no wet weather plan was required.

39. TO CONFIRM THE DETAILS FOR EACH EVENT FOR THE 2023 CIVIC YEAR.

Additional paperwork on flags and bunting was tabled at the meeting

A) 8TH MARCH – CHRISTOPHER WREN DAY

An event in the Irthlingborough library to include a talk about Christopher Wren, a display of information and photographs of some of his work and posters/colouring from local school pupils was suggested.

RESOLVE EVE/01(23)/54 – that Irthlingborough Library be asked for permission for the Town Council to put on a talk and display about Christopher Wren on the 8th March 2023 9am to 5pm to mark Wren 300. Could the library also arrange for a selection of books relating to Christopher Wren to be displayed.

ii) INFORMATION ON CHRISTOPHER WREN

RESOLVE EVE/01(23)/55 – that Councillor C Cross collates information and photographs about Christopher Wren to be laminated by the Assistant Clerk for display in the library on 8th March 2023.

RESOLVE EVE/01(23)/56 - that the Historical Society be asked if they would be interested in giving a talk on Christopher Wren in the library 3.30/4pm to mark Wren 300.

RESOLVE EVE/01(23)/57 – that a request be made to Huxlow Academy for their students to design posters for Wren 300 to be submitted to the Council by the 1st March 2023 and displayed in the library on 8th March 2023 as part of the event.

RESOLVE EVE/01(23)/58 – that colouring sheets be sent to Irthlingborough Nursery Infant and Junior Schools for completion and return by 1st March 2023 to be displayed in the library on 8th March 2023

RESOLVE EVE/01(23)/59 – that colouring sheets/activity sheets relating to Christopher Wren be put out for children at the Christopher Wren 300 event on 8th March 2023.

Chairman:

Date:

B) 15TH APRIL – IRTHLINGBOROUGH YARD SALE

Members felt it should be called a garage/yard sale.

The idea is for people throughout the town to sell items they no longer need/use to others in the town to whom the items would be useful. Raising money for the seller and saving money compared to buying new for the purchaser.

It was proposed that it should be a free event advertised through posters, website and social media.

RESOLVE EVE/01(23)/60 – that the Council promote a free Irthlingborough garage/yard sale day on the 15th April 2023.

RESOLVE EVE/01(23)/61 – that the student that worked temporarily in our offices be asked to design a poster for Irthlingborough garage/yard sale on 15th April 2023 for display in town's noticeboards, Council website and local shops.

RESOLVE EVE/01(23)/62 – that an advert for the Irthlingborough Garage/yard sale is placed in the Outlook magazine.

C) 23RD APRIL – ST GEORGES DAY

It was felt that the town should acknowledge England's Patron Saint St Georges Day.

i) ST GEORGE'S FLAGS ON PARSONS GREEN

RESOLVE EVE/01(23)/63 – that the St Georges flag is flown from the flagpole on Parsons' Green on the 23rd April 2023 to mark St Georges Day.

RESOLVE EVE/01(23)/64 – that the Council purchase some St Georges flags on sticks to attach to the trees on Parsons' Green on the 23rd April 2023 to mark St Georges Day.

ii) DECORATE CROSS WITH RED/WHITE BUNTING

RESOLVE EVE/01(23)/65 - that the railings on Parsons' Green and the Cross Monument on the roundabout are decorated with knitted red and white bunting on the 23rd April 2023 to mark St Georges Day

D) 6TH MAY – KINGS CORONATION

i) THERE WILL BE NO MARKET THAT DAY

RESOLVE EVE/01(23)/66 – that the Council do not hold a market on Saturday 6th May 2023

RESOLVE EVE/01(23)/67 – that the Council purchase a Blue Cypher flag to be flown on the Parsons' Green flagpole over the Coronation Weekend 6th – 8th May 2023.

Chairman:

Date:

RESOLVE EVE/01(23)/68 – that the Council purchase 50 metres of union/cypher bunting to be put on the railings on Parsons’ Green and around the Cross Monument over the Coronation weekend 6th -8th May 2023.

RESOLVE EVE/01(23)/69- that the Council purchase 120 union flags on sticks to hang on the trees along Finedon Road over the Coronation weekend 6th – 8th May 2023.

It was felt that the Council should commemorate the Coronation in some way.

For the Platinum Jubilee the Council had given a special commemorative coin to all the children of Irthlingborough and children who attended nurseries or schools in the town.

The Council also purchased a Platinum Jubilee bench as part of a Grant.

For the Coronation of King Charles III, it was suggested four commemorative stones be purchased, one for each of the school grounds and one for Irthlingborough Town Centre.

RECOMMEND – that the Council purchases four commemorative stones to commemorate the Coronation of King Charles III, to be placed in the grounds of the Irthlingborough Nursery and Infant School, Irthlingborough Junior school, Huxlow Academy and Irthlingborough Town Centre.

ii) DO WE WANT TO HOLD A COUNCIL EVENT OR OFFER GRANTS FOR LOCAL GROUPS INSTEAD

RESOLVE EVE/01(23)/70 – that the Council does not hold an event on Bank Holiday Monday 8th May 2023 instead it publicises the Big Help Out as announced by the Palace as part of the Coronation Weekend.

E) AUGUST – IRTHLINGBOROUGH ON SEA

Members felt an event of this scale was too much to take on under the current circumstances.

RECOMMEND – that the Council do not proceed with an Irthlingborough on Sea Event at the Central Recreation Ground summer 2023.

F) 25TH OCTOBER – ST CRISPINS DAY

i) FLY FLAG ON THE DAY

That the Council acknowledges the Patron Saint of shoemakers, cobblers and leather workers St Crispin’s by flying the fly of Northamptonshire .

RESOLVE EVE/01(23)/71 – that the flag of Northamptonshire is flown from the flag pole on Parsons’ Green on 25th October 2023 to mark St Crispin’s Day.

Date of next meeting – 25th April 2023 at the Community Centre, Fettleline Road, NN9 5XF

There being no further business the meeting closed at 8.44pm.

Chairman:

Date:

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