



Town Mayor – Cllr Tafadzwa Chikoto

Town Clerk – Felicity Ryan

Web site <http://www.corbytowncouncil.gov.uk>

E-mail: clerk@corbytowncouncil.gov.uk

Minutes of the meeting of the Corby Town Council Events Committee held on 14th November 2022 at 6pm at the Weldon Room, The Cube, Corby, NN17 1QG.

PRESENT:

Cllr M Pengelly Cllr R Armour
Cllr C Reilly Cllr W Colquhoun
Cllr S Rielly

Also present:

R Raj - Events and Community Engagement Officer
A McDaid - Events and Community Engagement Officer
1 Member of the Public

205/22 APOLOGIES FOR ABSENCE

Cllr A Dady

206/22 TO RECEIVE DECLARATIONS OF INTEREST RELATED TO BUSINESS ON THE AGENDA

None declared

207/22 PUBLIC PARTICIPATION

A question was asked regarding members of the public attending The Spirit of Corby Awards this Friday. It was explained that unfortunately on this occasion the event was only open to the nominees and their guests, councillors and sponsoring companies.

208/22 MINUTES OF THE LAST MEETING

Members agreed and **APPROVED** the minutes of the Events meeting held on Monday 17th October 2022. The minutes were signed by Cllr Pengelly.

209/22 UPDATE ON THE SPIRIT OF CORBY AWARDS – Friday 18th November 2022.

a) Update on Sponsorship and budget.

The budget was updated and shared with the committee. After all the sponsorship donations have been received and event costs totalled, £1600 additional costs will come out of the events budget.

b) Timings and event program

The program is complete and has gone to print. The timings were discussed and agreed.

c) Guest numbers on the night/final seating plan

AM ran through the proposed seating plan and changes were discussed and made.

d) Compere and decorating the Holiday Inn



Decorations ordered/purchased and Compere's script is under way.

e) Food and Drink

Final menu has been selected and the food and wine will be placed on each table at the start of the evening. RR to brief the Holiday Inn on the service timings.

f) Risk Assessment

Will be completed by CTC staff prior to the event. Nothing concerning.

g) Any other information to discuss regarding the event.

Officers to speak to photographer and make sure photos are available after the event for the sponsors or nominees. Follow up with the sponsors after the event with feedback form and try and secure future sponsorship.

210/22 REMEMBRANCE SUNDAY DE-BRIEF

Sunday 13th November - Total spent and how this event was managed pre and on the day.

Discuss if there is anything to consider changing or noting went well for next year.

It was agreed the road closure was a necessary, but the time of the closure next year could be tweaked. It was suggested by Rev Paul a mic stand would be useful. Upgrading the war memorial was discussed with Tom Pursglove who has agreed to support this. It was also agreed to pay towards a buffet next year at the x-serviceman's club. A follow-up meeting with RBL and Rev Paul will be arranged.

211/22 UPCOMING EVENTS

- Christmas Tree/Market/Carols

It is not possible to arrange this for 2022, but to continue with the quotation for 2023's plans.

- Holocaust Day – Friday 27th January 2023

The chamber has been booked. Cllr Pengelly asked the Officers to book a meeting Cllr Dalziel and Reuby to discuss the details of the day.

- Restaurant Week – End of January

RR to arrange a meeting with Cllr Reilly to get the list of local restaurants and details. It was agreed this could be moved back to the end of March to allow time to contact all the restaurants.

- Film Week

Following a meeting with Paul Balmer, Cllr Pengelly, The Clerk and RR it was agreed to approach The Savoy for a weekend in January to arrange this event.

- PRIDE

Arrange the next meeting for Monday 5th December, 6pm at Hazel Leys Community Centre.

212/22 ANY OTHER ITEMS FOR THE NEXT AGENDA / DATES FOR NEXT MEETING

Meeting closed 7pm

Next meetings – 9th January 23 – Events Committee Meeting – Venue TBC

Signed _____

Date _____