

Kettering Town Council

MINUTES OF THE MARKETS AND EVENTS COMMITTEE OF KETTERING TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, BOWLING GREEN ROAD, KETTERING AT 7PM ON 27TH SEPTEMBER 2022

Councillors Present: Cllr Craig Skinner (Chair)
Cllrs Robin Carter, Dez Dell, Alexander Evelyn, Emily Fedorowycz, Clark Mitchell, and Mark Rowley

Officers present:- Martin Hammond, Town Clerk
Emma Dezelu, Deputy Town Clerk

No members of the public/press attended.

Item Number	Description
ME22/021	Apologies for absence Apologies for absence were received from Cllr Bev Wright, for whom Cllr Mitchell was acting as substitute
ME22/022	Declarations of interest None declared
ME22/023	Minutes The minutes of the meeting held on 27 th July 2022 were agreed as a correct record and signed by the chair
ME22/024	Monthly town centre footfall data The data for June, July and August was provided. This was the last of the current format of data provision, as the new provider had begun work in the summer. The information was noted.
ME22/025	Events Schedule A report was submitted summarising activity to date and reporting expenditure to date against each event category. Verbal supplements were provided in relation to the summer activity programme, the prospect for skateboarding events with an element of sponsorship in the future, the Bands in the Park programme and the next Food and Drink Festival on 15 th October. Arrangements for Remembrance Day were discussed. Component parts of the entertainment offer for the 15 th October event were also outlined.

Kettering Town Council

	<p>RESOLVED that</p> <ul style="list-style-type: none">a) A full programme of events for 2023 be submitted to the next meeting for debate.b) A series of skateboarding events be developed in conjunction with Illicit Skateboard shop.c) The Bands in the Park programme be extended to 12 weeks in 2023 with a more mixed offer of types of band.d) Jobs Fairs be left to NNC to manage for the coming year.
<p>ME22/026</p>	<p>Street Food Saturdays Review</p> <p>A report was submitted which reviewed the effectiveness of the Street Food Saturdays events during July-September. The report was supplemented verbally at the meeting with information about the third event which had taken place on the 24th September.</p> <p>Members agreed that the events had been very successful and had extended beyond their original remit. In doing so, there had been some strains around “on the day” management, which had been over-reliant of volunteers, and it was accepted that dedicated management time was required to supervise events whilst they were ongoing.</p> <p>The events had shown there was a good supply of local craft-based businesses willing to trade on specialist markets and that this discovery meant that there was scope to promote a distinctive <i>crafts markets</i> element for the town centre in future.</p> <p>There was agreement that the events could be reproduced in 2023, on an extended timescale, with further thought given to how they were branded. The events also should encourage those attending to explore other parts of the town centre.</p> <p>The feedback on stall charges for traders was that £12 was very good value and members agreed that an increase, in line with those for Christmas 2022 (set out below) should be recommended to Council.</p> <p>RESOLVED that</p> <ul style="list-style-type: none">a) A programme of five monthly events be provided in 2023.b) The branding of the events be reviewed at the next meeting.

Kettering Town Council

	<p>c) For future events, the Town Council employ a supervising manager during the day to ensure health and safety compliance, risk management, trader and event management, complaints and query resolution and supervision of volunteer stewards.</p> <p>d) The events should, for preference, support the Mayor's Charity where fund raising was a feature of them and be appropriately licensed and promoted.</p> <p>e) That stall and pitch charges should be increased to £20 for specialist markets and that Council be RECOMMENDED accordingly.</p>
ME22/027	<p>Christmas 2022</p> <p>A report was submitted seeking approval for a range of events over the Christmas period. It had been confirmed that NNC would provide free parking on the four Saturdays in December, but not on the 26th November.</p> <p>RESOLVED that</p> <p>a) The overall budget for Christmas be increased to £21,000.</p> <p>b) That the arrangements for Christmas markets on five dates, a Santa's grotto, Christmas trail, window display competition, roving entertainment on Saturdays, bands and choirs, as set out in the report, be approved.</p> <p>c) That the publicity for the Christmas period make it plain that there is no free parking in the town centre on 26th November.</p> <p>d) That the Newlands Centre be asked if it will be providing free parking and on what days</p> <p>e) That the rates for hiring a pitch and stall for Christmas markets be fixed at £20 and that Council be RECOMMENDED accordingly.</p> <p>f) That the window display competition, (to be organised by North Pole Productions) seek to make links with local schools.</p> <p>g) That the Council employ a supervising manager during the four Christmas Saturday markets, to ensure health and safety compliance, risk management, trader and event management, complaints and query resolution and supervision of volunteer stewards.</p> <p>h) That members pass on to the deputy clerk details of any other activities they are aware of, or which could be tied into the Christmas programme.</p>

Kettering Town Council

ME22/028	Coronation of King Charles III It was noted that this would probably take place during early summer 2023 and would be the focus for events and activities. It was agreed to explore this in more detail as arrangements for the coronation became known.
ME22/029	Market Performance The current attendance financial performance and related issues were outlined in the report submitted. Members noted that there would be a bigger deficit at year end on the markets budget but that efforts to maximise income and minimise costs were in hand. It was looking likely that HMRC would not require VAT to be collected on stall hire charges.
	The meeting closed at 8.20pm

Signed.....

Date.....