



MINUTES OF THE MARKETS AND EVENTS COMMITTEE OF KETTERING TOWN COUNCIL HELD IN THETOLLER CHURCH ROOMS, MEETING LANE, KETTERING AT 7PM ON 1st FEBRUARY 2023

Councillors Present: Cllr Craig Skinner (Chair)
Cllrs Robin Carter, Dez Dell, Alexander Evelyn, Emily Fedorowycz (arrived 7.30pm), Mark Rowley and Bev Wright

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

Also present Mr Bill Burton

Item Number	Description
ME22/041	Apologies for absence None
ME22/042	Declarations of interest None declared
ME22/043	Minutes The minutes of the meeting held on 30 th November 2022 were agreed as a correct record and signed by the chair
ME22/044	Town Centre footfall figures The new style footfall figures were not yet available.
ME22/045	Events Schedule 2023-24 A report summarising activity and spending in the year to date was submitted and noted. It was likely that the budget would underspend in the year as a result of some costs coming in lower than expected. The overspend on the total Christmas budget had largely been caused by the security requirements of the Santa's Grotto. The main remaining item of expenditure was the 2023 events brochure. Members asked where it was to be distributed and the numbers of copies to be produced.

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	<p>RESOLVED that the brochure could in principle include contributions from other events organisers, subject to cost recovery and appropriateness of the content.</p>
ME22/046	<p>Events Schedule 2023-4</p> <p>A report was submitted which set out the draft schedule of events for 2023-4, the likely costs of each and the proposed dates and arrangements for each event or groups of linked events.</p> <p>Information about Kettfest was provided verbally and members discussed the various options for the delivery of the programme.</p> <p>It was noted that the total budget for events in 2023/4 was £120,000 divided between</p> <ul style="list-style-type: none">- Christmas £60,000- Kettering by the Sea £30,000- All other events covered by this report £30,000 <p>RESOLVED that</p> <ol style="list-style-type: none">a) The two Bands in the Town events take place on Saturdays 10th June and 2nd September.b) CJ's Events be invited to provide food and drink festivals in May and October 2022c) That Street Food Saturdays be renamed Summer Saturdays and the 9th September date be selected for the fifth one; that the events should be un-themed for 2023.d) That £2000 be made available to support community activities during the coronation weekend, in support of "The Big Help Out", and that officers be tasked with designing the grants process to realise this.e) The easter trail be re-introducedf) The vegan market be fixed for Saturday 17th Juneg) The arrangements for the Friday Night Discos be agreed, with the inclusion of a cocktail wagon, subject to licensing requirements

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	<ul style="list-style-type: none">h) That the arrangements for the midsummer charity market be agreed, with the addition of food traders and an entertainment offer.i) That the arrangements for the skateboard sessions as set out in the report be agreedj) £1000 be identified in the budget to support Kettfest and that discussions be undertaken with the Cultural Consortium to identify how the event can be managed and shaped.
ME22/047	<p>Christmas 2022 review and planning for Christmas 2023</p> <p>A report was submitted which set out the experience of running Christmas events in 2022 and which, as a consequence, made a number of recommendations about Christmas 2023.</p> <p>It was noted that the projected budget for Christmas events was £60,000.</p> <p>RESOLVED that</p> <ul style="list-style-type: none">a) the activity report for 2022 be notedb) tenders be sought from companies able to provide and erect Christmas lights in the town centre, for a three year contract period, with a tender document broken into zones so as to allow decisions to remove any areas which cannot be afforded within the budget.c) a single tree be acquired for installation in the market place of the size and type previously provided.d) for the Switch on event, external events companies be asked to quote for providing the stage, compere, acts, big screen and ancillary entertainment and that the Council eschews the use of a big name celebrity and relies on local people and acts to front the event.e) An alternative grotto provision, ideally using an indoors venue elsewhere in town, be investigatedf) the proposed arrangements for Christmas Markets, street entertainment and the Christmas trail be approved

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ME22/048	Kettering by the Sea A report was submitted which set out the tenders received for the provision of a sandpit as the key element of providing Kettering by the Sea. Two quotes had been received. RESOLVED a) That the tender by Eddy Leisure in the sum of £15095 be accepted for the provision of a sandpit and on site management service b) That the Council acquire its own deckchairs
ME22/049	Remembrance Day A report was submitted which summarised the consultation on event timings that had taken place with organisations and individuals who participate in the annual remembrance day service and parade. The overwhelming response was a desire to keep the event in the afternoon, because by doing so it generated a greater presence from participants and the public and made a greater impact than if it was competing with other events in the morning. Members asked if there was scope to reduce costs by using more volunteers; it was noted that there was always scope for more volunteers, but the main costs were for traffic management where it would not be appropriate to use volunteers. RESOLVED to retain the event as taking place in the afternoon.
ME22/050	Potential new running event The chair proposed that the Council explore the possibility of staging a running event, either a 10k or half marathon event. Initial discussion with potential or historic providers had given some idea of the range of costs and income projections involved. RESOLVED that a proposal be brought back to a future meeting
ME22/051	Market Performance

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	A report on general market performance had been submitted. The size of the deficit had bene gradually reducing during the year and was now projected to be £15500.
	Meeting closed at 8.57pm

Signed.....

Date.....