

To members of the Events Committee

You are SUMMONED to attend a MEETING of the EVENTS COMMITTEE on Tuesday 10th October 2023 at 7.30pm to be held in BRUTON COMMUNITY OFFICE. The press and public are also invited to attend.

Councillors are reminded that as office holders they are expected to comply with the Nolan Principles and the Council's Code of Conduct as well as showing respect for others in accordance with the law.

Before the start of the meeting, in accordance with Standing Order 3 (e) there will be an opportunity for members of the public to comment on agenda items (at the discretion of the Chair of that meeting).

In accordance with Standing Order 3 (f) the question/comment time is limited to 3 minutes each, and the session should not exceed 15 minutes (unless directed by the Chair of that meeting). Contributions from members of the public do not form part of the official meeting and will not normally be included in the official minutes unless they are deemed helpful in explaining subsequent Council decisions.

Please be aware that the proceedings may be filmed or recorded.

LNewby

**Lisa Newby
Town Clerk
3rd October 2023**

Community Picnic for 2024 – has this been added to budget?

AGENDA

EC23/28: Election of Chairman

EC23/29: Apologies for absence (LGA 1972 s85(1))

EC23/30: Declarations of interest

Declarations of Interests Members to declare any interests, including disclosable pecuniary interests (DPI) they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any written requests

from members for dispensations that accord with the Localism Act 2011 s33 (b-e) (This does not preclude any later declaration).

EC23/31: Minutes of the previous meeting (LGA 1972 sch 12 para 41 (1)).

To agree the [minutes](#) from the previous meeting held on 14th September 2023 as a true and accurate record of that meeting.

EC23/32: To discuss the Bruton Late Night Christmas shopping Event in December.

- a. Cllr Crawford; update on request for donation from Chamber of Commerce.
- b. Event map/plan; For review and finalisation. Confirmation of first aid and lost children from Cllr Crawford
- c. Litter picking following event; Confirmation from Scouts to be noted.
- d. Update on stall bookings.
- e. Santa and Santa's grotto; to receive an update and to finalise grotto decoration and presents.
- f. Advertising; to finalise arrangements for fliers, banners/posters.
- g. Programme of events; finalise the timelines for the evening.
- h. Street performers; to consider quote for stilt walkers.
- i. Lighting over packhorse bridge; to discuss appropriate lighting and how this will be facilitated.

EC23/33: Remembrance Sunday.

- a. To note that the TTRO has been submitted, to review the supporting paperwork.
- b. Wreaths/Poppies; to confirm any Town Council action. Confirm attendance of the Mayor.
- c. Signage for no parking on the bridge; Confirm wording and positioning and when they need to go out.

EC23/34: First aid training Saturday 28th October 9am – 4:30pm.

- a. To receive an update and discussion on maximising take-up for the course -
Reminder to bring your own lunch for this event

EC23/35: Budget for 2024/25. To review finalised budget for the next financial year.

- a. Suggestion for a Community Picnic for 2024 to be discussed as part of budget.
- d. To agree the budget request for the events committee 2024/25

EC23/36: Date of the next meeting. The next meeting is scheduled for 7th November 2023.

END OF AGENDA