

To members of the Events Committee

You are **SUMMONED** to attend a **MEETING** of the **EVENTS COMMITTEE** on **Tuesday 3rd September 2024 at 7.30pm** to be held in **BRUTON COMMUNITY HALL** 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.



Lisa Newby
Town Clerk
27th August 2024

AGENDA

EC24/017:Apologies for absence (LGA 1972 s85(1))

EC24/018: 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).

EC24/019: Minutes of the previous meeting (LGA 1972 sch 12 para 41 (1)).

To agree the [minutes](#) from the previous meeting held on 2nd July 2024 as a true and accurate record of that meeting.

EC24/020: Vice Chair of Events Committee.

To consider a vice chair for this committee, deferred from the July meeting.

EC24/021: Remembrance Sunday.

To finalise arrangements for the following:-

- Blocking parking at Church Bridge.
- Named First Aid based in Community Office.
- Wreath Orders/exchange.
- Program prints.

EC24/022: Bruton Late Night Christmas Shopping

- a. To review 2024 Events Budget.
- b. To discuss 'thank you' letters and gifts (as appropriate) as part of the 2024 Events Budget.
- c. To confirm the date for next year's event in order to include both events in one road closure application. The proposed date for next year's event is 4th December 2025.
- d. To receive feedback from the Chamber of Commerce regarding donations towards funding.
- e. Assistant Clerks to feedback on Stall bookings. To note that this needs to be handed over to Abi Baker.
- f. To note that the event has been advertised via Radio Ninesprings and in the Dove recently as well as social media.
- g. To discuss the possibility of Santa abseiling at the Chapel.

EC24/023: Christmas trees

To discuss and decide upon the process for Christmas Tree allocation for December 2024.

- a. When to issue the letters regarding the Christmas tree allocation for 2024.
- b. To discuss deadlines for receipt of completed forms to request a Christmas tree. To decide whether to allocate a 'first come first served' approach to positioning the trees.

EC24/024: Date of the next meeting. The next meeting is scheduled for Tuesday 1st October 2024.

END OF AGENDA