

**To members of the Events Committee**

**You are SUMMONED to attend a MEETING of the EVENTS COMMITTEE on Tuesday 5<sup>th</sup> November 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.*

*SMainstone*

**Sam Mainstone**  
**Assistant Town Clerk**  
**26<sup>th</sup> September 2024**

**AGENDA**

**EC24/033:Apologies for absence (LGA 1972 s85(1))**

**EC24/034: 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).

**EC24/035: Minutes of the previous meeting (LGA 1972 sch 12 para 41 (1)).**

To agree the [minutes](#) from the previous meeting held on 1<sup>st</sup> October 2024 as a true and accurate record of that meeting. Item EC24/30f) has been amended which can be seen in meeting papers.

**EC24/036: To discuss option of forming an Events Working Group rather than a Committee.**

To look at the possibility of forming an Events working group, including the Chamber of Commerce as members, to organise events such as the Christmas shopping and Remembrance parade. Council to continue support with the administration and costs of road closures only. This would allow for less formal meetings and could work more around diaries for those involved with the expertise in organising such events.

**EC24/037: Events Budget 2024/25**

To consider the budget setting for next financial year

**EC24/038: Remembrance Parade**

- a. To note that the road closure order has been received and all official paperwork is available in the Community Office, where Cllr Baker will be based during the parade for first aid purposes.
- b. To note that wreaths have been delivered and are ready in the Community Office.
- c. To thank the Poppy Appeal organiser for the poppies displayed around the town.
- d. Last opportunity to review schedule and finalise details for the day, including the parking on Church Bridge to be blocked with bollards.

**EC24/039: Christmas Shopping Evening**

- a. To finalise evening's schedule of events:
  - Information for flyers to be shared with Laura, flyers to be provided to Bruton shops for sharing
  - Synchronising Santa timings
  - Steward availability for the evening, including team to unload stalls
  - Santa's grotto – timings for set up and cleaning the next day
  - Signage volunteers – including the banner
  - Arrangements for extra lighting at packhorse bridge
  - St Mary's Church offer of sheltered space should this be required

b. To confirm parking for stall holders at Mill on the Brue car park  
**EC24/40: Date of the next meeting. The next meeting is scheduled for Tuesday  
7<sup>th</sup> January 2025.**

**END OF AGENDA**