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To: - Members of the events committee: Councillors Z Escott, L Hardman, A Lyons, K Paul, A Pitt and H Warren.

You are summoned to attend a meeting of the **Events Committee** to be held in the Village Hall meeting room Paulton on **Tuesday 5<sup>th</sup> October at 7.00 pm**. The agenda for the meeting appears below.

A handwritten signature in black ink, which appears to read "Carol Hall".

Carol Hall, Parish Clerk

#### **EVACUATION PROCEDURE**

When the continuous alarm sounds, you must evacuate the building by the exit and proceed to the tennis courts.

#### **AGENDA**

1. **APOLOGIES FOR ABSENCE**

To note any apologies for absence.

2. **DECLARATIONS OF INTEREST**

To receive any Declarations of Interest under Paulton Parish Council's Code of Conduct (adopted on 16<sup>th</sup> October 2012) issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464.

3. **PUBLIC PARTICIPATION**

That in accordance with Standing Order 3 members of the public be permitted to address the Chairman on questions and observations upon matters within the jurisdiction of the Council.

4. **CONFIRMATION OF MINUTES**

That the minutes of the Events Committee meeting held on 14<sup>th</sup> September 2021 to be approved as a correct record and signed by the Chairman.

5. DRESSING OF THE GRAVES – 13<sup>th</sup> NOVEMBER 2021

To review the actions agreed at the previous meeting and to discuss any outstanding matters in respect of the Dressing of the Graves.

6. REMEMBRANCE SUNDAY – 14<sup>TH</sup> NOVEMBER 2021

To review the actions agreed at the previous meeting and to discuss any outstanding matters in respect of the Remembrance Sunday.

7. CHRISTMAS EVENT (attached)

To discuss any matters in respect of the event and to note the schedule of tasks.

Consideration needs to be given to the following:

- Who will switch on the Christmas lights
- Any other decisions not listed above

8. PLATINUM JUBILEE

To note that the application for the Queen's Green Canopy project has been successful and the Parish Council have been awarded a small copse of 30 saplings that will arrive in November and must be planted by March 2022. Next steps need to be agreed along with how the committee will work with the Parks and Amenities committee who are currently putting together a tree planting programme.

To discuss suggestions of how to work with Party in the Park to celebrate the Jubilee as a joint event as agreed at the meeting on the 8<sup>th</sup> June 2021.

9. DATE OF THE NEXT MEETING

The next meeting of the committee is scheduled to take place on **2<sup>nd</sup> November 2021** at 7pm.