



To: - Members of the events committee: Councillors Bancroft, Breeze-Crow, Easter, Hardman, Lyons (Chairman), McSherry, Mitchard, Norman and Pitt.

You are summoned to attend a meeting of the **Events Committee** to be held in the Village Hall meeting room Paulton on **Tuesday 4th June 2024 at 7:00pm** The agenda for the meeting appears below.

Helen Jenkins
Parish Clerk

EVACUATION PROCEDURE

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

PUBLIC SESSION

Prior to the commencement of the meeting, members of the public are invited to question the Council on local issues etc. Questions will be answered by the Chairman of the Committee or the Clerk. These persons will reserve the right to postpone making an answer until the following meeting in order to take advice or undertake research.

During this time, outstanding answers from previous meetings will be delivered.

The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 15 minutes unless directed by the Chairman of the meeting.

AGENDA

1. **ELECTION OF THE CHAIRMAN**

To elect the Chairman for the municipal year 2024 to 2025.

2. **ELECTION OF THE VICE-CHAIRMAN**

To elect the Vice-Chairman (if required)

3. APOLOGIES FOR ABSENCE

To note any apologies for absence.

4. DECLARATIONS OF INTEREST

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

5. CONFIRMATION OF MINUTES

That the minutes of the Events Committee meetings held on 27th February and 14th May 2024 to be approved as a correct record and signed by the Chairman.

6. D-DAY 6th JUNE 2024

Confirm the Councillors' who will be attending the short service at the War Memorial.

7. EMERGENCY SERVICE DAY

Any updates on arrangements for 31st August 2024.

8. ARNHEM DOUBLE HILLS EVENT 1st SEPTEMBER 2024

To confirm two wreaths required.

9. DRESSING THE GRAVES 9th NOVEMBER 2024

To discuss arrangements.

10. REMEMBRANCE SUNDAY 10th NOVEMBER 2024

To discuss the recommendation from the Highways Department, B&NES, is to engage a professional traffic management company for road closure requirements. Clerk to request a quote for this.

11. CHRISTMAS EVENT

To receive an update from the Working Party on arrangements to date and confirm the items for approval. To discuss wording for social media regarding the event.

12. DATE OF THE NEXT MEETING

The next scheduled Events Committee meeting is on Tuesday 13th August 2024 (to follow the Planning & Highways Committee meeting).