



To: - Members of the events committee: Councillors Breeze-Crow, Hardman, C Johnson, Lyons (Chairman), Mitchard, McSherry, 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 14th January 2025 at 7:30pm** 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. **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 16th October 2012) issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464.

3. CONFIRMATION OF MINUTES

That the minutes of the Events Committee meeting held on 26th November 2024 to be approved as a correct record and signed by the Chairman.

4. EMERGENCY SERVICE DAY

Debrief of the event held and the Parish Councils involvement in arrangements for the day.

5. EVENTS DEBRIEF

To consider the outcome of the following events:

- Dressing the Graves 9th November 2024
- Remembrance Sunday 10th November 2024
- Christmas Extravaganza on 29th and 30th December 2024

6. CHRISTMAS EVENT 2025

To start planning for the next event if it is going to be on a similar scale to 2024.

7. 80th ANNIVERSARY OF THE END OF WORLD WAR II

To discuss the request from PIP for the War Memorial and plans for an event to be held by the Parish Council.

8. EVENTS AND SECURITY

To discuss the guidelines issued by Avon and Somerset Police regarding event security.

9. BUDGET FOR 2025/2026

To consider the 2025-2026 budget for Events, to be referred to the full Council for approval.

10. DATE OF THE NEXT MEETING

The next scheduled Events Committee meeting is to be held **provisionally 23rd September 2025, TBC.**