



To: - Members of the events committee: Councillors G Dix, L Hardman, J Luxton, A Lyons, M Stevens 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 **Wednesday 16th May 2018 at 3.30pm**. The Agenda for the meeting appears below.

A handwritten signature in black ink, appearing to read 'Jo Swift', is located below the text.

Jo Swift, Parish Clerk

9th May 2018

EVACUATION PROCEDURE

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

AGENDA

1. ELECTION OF CHAIRMAN 2018/19
To elect a Chairman for the ensuing municipal year.
2. ELECTION OF VICE- CHAIRMAN 2018/19
To elect a Vice-Chairman for the ensuing municipal year.

(The committee may appoint a Vice-Chairman, but does not have to do so).
3. 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. 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.

6. CONFIRMATION OF MINUTES

That the Minutes of the Committee's meeting held on 7th March 2018 be approved as a correct record and signed by the Chairman.

5. WWI EVENT

Following the meeting with Mark Bishop, the committee need to decide whether to proceed with The Natural Theatre Company putting on the event on behalf of Paulton Parish Council for a cost of £1750 to be held on 10th November 2018.

The Natural Theatre Company has confirmed that their involvement would be during the day only.

6. SCHEDULED MEETINGS FOR 2018/19

That the following is agreed:

(i) Time and day of meeting

It is recommended that a Thursday is agreed and that the meetings start at 7pm as the Events Organiser (Fiona) is able to make this day and time if only for 5 meetings a year.

(ii) Dates for meetings

At a previous meeting it was agreed that the events committee have the first meeting in March running every 2 months and that there will be no meeting after the Christmas Light Switch On event until March. This has worked well for the last 2 years however the following is suggested:

Thursday 14th June at 7pm
Thursday 23rd August at 7pm
Thursday 18th October at 7pm
Thursday 29th November at 7pm (wash up meeting)
Thursday 18th April 2019 (plan 2019 events)

7. DATE OF THE NEXT MEETING

As per the agreed schedule of meetings (as per agenda item 6)