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To: - Members of the events committee: Councillors M Colliver, G Dix, Z Escott, L Hardman, A Lyons, L Quinn, 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 **Thursday 11<sup>th</sup> July 2019 at 7.00 pm**. The Agenda for the meeting appears below.

A handwritten signature in black ink, appearing to read "Jo Swift".

Jo Swift, Parish Clerk

#### **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 2019/20

To elect a Chairman for the ensuing municipal year.

2. ELECTION OF VICE-CHAIRMAN 2019/20

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 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.

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 Event Committee meeting held on 14<sup>th</sup> March 2019 be approved as a correct record and signed by the Chairman.

7. SCHEDULED MEETINGS FOR 2019/20

To consider changing the scheduled meeting days and dates.

It has been requested that the days and dates are changed for the Events meetings to accommodate some members on the committee. Thursday 14<sup>th</sup> November does need to be changed as the new Clerk is not able to make that meeting.

8. REMEMBRANCE SUNDAY – 10<sup>TH</sup> NOVEMBER 2019

To discuss any matters in respect of Remembrance Sunday. All the usual tasks are in hand.

It needs to be agreed who will read out the Roll of Honours.

9. CHRISTMAS EVENT – 30<sup>TH</sup> NOVEMBER 2019

To discuss any matters in respect of the event.

Consideration needs to be given to the following:

- Who will switch on the Christmas lights
- Cost of the market stalls for 2019
- Due to the lack of interest to decide whether or not to have a colouring competition
- Window competition – to agree the budget, the prizes and who will judge
- To decide whether to repeat the Reindeer Trail
- Any other decisions not listed above

10. VE DAY 75<sup>TH</sup> ANNIVERSARY

To consider whether to take part in the celebrations that are being planned for the 75th Anniversary of VE Day on 8th through to the 10th May 2020. See - [www.veday75.org](http://www.veday75.org)

11. DATE OF THE NEXT MEETING

The next meeting of the committee is scheduled to take place on 12th September 2019 at 7pm unless it is agreed to change as per agenda item 7.