Minutes from the Events Committee meeting held on Tuesday 15<sup>th</sup> October at 7.00 pm

Present - Councillors G Dix, L Hardman, A Lyons, M Stevens and H Warren

In attendance - Jo Swift and C Hall (staff)

		Actions
163.	Apologies for absence	-
	Apologies were received from Councillors M Colliver, Z Escott and L Quinn.	
164.	Declarations of Interest	
	There was none.	
165.	Public Participation	
	None.	
166.	Confirmation of minutes	
	<b>Resolved</b> – that the minutes of the meeting held on 18 <sup>th</sup> September 2019 were confirmed as a true record and signed by the Chairman.	
167.	Vice Chairman	
	<b>Resolved</b> – that Councillor A Lyons is elected as the Vice-Chairman for the municipal year 2019/20.	
168.	Remembrance Sunday – 10 <sup>th</sup> November 2019	
	The actions were gone through and updates were provided on the progress. Linda R to be asked if she did the actions on the minutes.	Carol
	A new rule is that a lost child/vulnerable adult policy must be in place and 2 people must be DBS checked, these will be Councillor L Hardman and G Batchelor.	
	Paul to be asked to provide a briefing. Radios are not required.	Carol
169.	Christmas Event – 30 <sup>th</sup> November 2019	
	The actions were gone through and updates were provided on the progress.	
	Miranda will chase some of the stall holders that have not replied. The Honey stall will be contacted.  Anne will provide a list of the stall holders that attended the 'Party In The Park'.	Miranda Hugh Anne
	Road closure - it has been started (Liz has asked for an early	Jo
	slot).	
	Brass band will be playing Christmas music.  The vice Chair will assist the Chair of Events with the opening introduction.	Anne

	All the actions to be re-visited, chased and updated etc	All staff
	Café – the BBQ was mentioned, and it was agreed that there would have to be a charge like others, and all required paperwork submitted prior to the event. Sara Dixon to be chased. It was agreed that the café can have a BBQ if all the relevant paperwork and procedures etc are followed.	Jo
170.	VE Day 75 <sup>th</sup> Anniversary – 8 <sup>th</sup> May 2020	
	It was agreed that a booking is made at Paulton Rovers 12 noon to 4.30pm. The larger room is required.	Carol
	It was mentioned that it is unlikely staff would be able to help as it is a bank holiday.	
	Ideas of the type of event to be held to be brought to a future meeting.	
162.	Date of the next meeting	
	<b>Resolved-</b> that the date of the next meeting is Tuesday 19 <sup>th</sup> November 2019 at 6pm.	

The meeting finished at 8.35pm
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Clause at last Clausiums and	Data	
Signed by Chairman	 Date	