Kimberley Town Council

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25th October 2022

Dear Councillor,

You are hereby summoned to attend a meeting of the **Events Committee** to be held on **Tuesday 1st November 2022** in the Committee Room, Parish Hall, Newdigate Street, Kimberley, at **7.00pm.**

An agenda is set out below.

Yours faithfully

Acting Town Clerk

AGENDA

EV/22/001 **Apologies for Absence**

EV/22/002 **Declarations of Interest**
Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest in any item on the agenda.

EV/22/003 **Events Notes**
Notes of the Events meeting 6th October 2022 attached.

EV/22/004 **Election of Chair**

EV/22/005 **Election of Vice Chair**

EV/22/006 **Halloween Report**
To discuss the event, identify pro's, cons & lessons for next year. (TR)

EV/22/007 **Remembrance Report**

To discuss progress with town decoration, road closure permissions, Event Management Plan, Risk Assessment, stewards and volunteers, plans for parade, attendee responses PA systems.
Approve Poster for print & circulation. (SB)

EV/22/008 **Christmas Lights**

Progress on purchases.
Progress on installations; lamppost sockets, cables and sockets, tools/equipment, cherry picker, electrician. (NO)
Resolve acceptance of works if required. Accept quotes.
Agree days and volunteers to erect lights.

EV/22/009 **Christmas Lights Switch-on Event**

Discuss stall holders, parade plans, volunteers. (TR)
attendance plans, stewards, Event Management Plan, Risk Assessment, PA requirements.
Report on Broxtowe Borough Council Cabinet meetings, Grant Aid decision. (SB)
Discuss tree decorating. (SB)
Poster for print approval & circulation. (SB)

EV/22/010 **Grant Applications**

To discuss.

EV/22/011 **First Finance Draft Budget Meeting**

Report on Events budget, feedback from Finance, discuss recommendations and resolve.

EV/22/ 012 **Dates of Next Meetings**

HR – Thursday 3rd November
Estates & Environment – Thursday 10th November 2022
Full Council – Thursday 24th November 2022

EV/22/013 **Exclusion of Public and Press**

RESOLVED that, under Section 100A of the Local Government Act, 1972, the public and press be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 1 of Schedule 12A of the Act (Staffing Issue).
No Excluded Items.