

## West Hunsbury Parish Council Community Events Committee



email: [clerk@westhunsburyparishcouncil.gov.uk](mailto:clerk@westhunsburyparishcouncil.gov.uk)

Telephone: 07729 608062

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**To All Parish Councillors:** I hereby summon you to attend a meeting of the **West Hunsbury Parish Council Community Events Committee Meeting** which will take place on **Monday 9<sup>th</sup> May 2022 at 6.15pm** at Parsons Meade Community Centre  
All parishioners and members of the press are invited to attend.  
**Please be aware the meeting may be recorded.**

Clerk, Fiona Young

### **AGENDA**

- 22/031CE** To receive any apologies for absence and approve reasons for absence
- 22/032CE** To receive any pecuniary and non-pecuniary Declarations of Interest in respect of items on the agenda
- 22/033CE** Resolution to approve the minutes of the last Committee meeting on April 25th 2022

### **Jubilee Event**

- 22/034CE** Resolution to discuss and agree an event insurance policy
- 22/035CE** Event Set Up – discuss and agree final event plan and setting up arrangements, to agree tasks, volunteers and equipment.
- 22/036CE** Stewards – Update on volunteers, to include steward roles and briefings
- 22/037CE** Stall holders update
- 22/038CE** Entertainers Update
- 22/039CE** Advertising – to include an update on leaflet distribution
- 22/040CE** Resolution to agree the arrangements for Beacon Lighting event
- 22/041CE** Event Security – to be discussed following new information received since the previous meeting.
  - a) Resolution to discuss and agree the provision of professional security services for overnight on June 2nd / June 3rd
  - b) Resolution to discuss and agree the provision of professional security services for the event on June 3rd 2022
- 22/042CE** **Resolution to close the meeting to the Public and Press due to the Confidential nature of the items to be discussed.**
- 22/043CE** Resolution to discuss and approve the quotes received to provide security services.