



# Featherstone Town Council

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*Regenerating Supporting & Caring for our Community*

4<sup>th</sup> November 2015

Dear Councillor

## EVENTS COMMITTEE

You are summoned to a meeting of the EVENTS COMMITTEE of FEATHERSTONE TOWN COUNCIL to be held in the COUNCIL CHAMBER, OLD TOWN HALL, FEATHERSTONE on **WEDNESDAY 11<sup>th</sup> NOVEMBER 2015 at 6pm**

*Sue Coles*  
TOWN CLERK

## AGENDA

### 1. WELCOME & APOLOGIES

### 2. MEMBERS DECLARATIONS OF INTEREST

### 3. PUBLIC PARTICIPATION

The meeting is to be opened for the public to address Members on matters relevant to the business of the committee. However residents cannot take part in the main proceedings of the meeting, this is strictly limited to Councillors.

### 4. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

To consider, if thought fit, a resolution under the terms of the Public Bodies Admission to Meetings Act 1960 that the press and public be excluded from any part of the meeting by reason of the confidential nature of the business being transacted.

### 5. MINUTES OF THE EVENTS COMMITTEE HELD ON THE 10<sup>TH</sup> JUNE 2015

To receive the minutes of the Events Committee meeting held on the 10<sup>th</sup> June 2015 at 6pm, Minute numbers 18/15 to 35/15.

### 6. MINUTES OF THE EVENTS 2015 WORKING PARTY MEETINGS:

a) 25<sup>th</sup> June 2015, b) 17<sup>th</sup> September 2015, c) 1<sup>st</sup> October 2015, d) 15<sup>th</sup> October 2015, e) 23<sup>rd</sup> October 2015, f) 6<sup>th</sup> November 2015.

**RECOMMENDATION:** That the minutes of the Events 2015 Working Party meeting a) to f) above and the decisions and recommendations contained therein are approved and signed by the Chairman of this Committee

*Town Clerk Ms Sue Coles MILCM*



## **7. RISK ASSESSMENTS**

a) Christmas Light Switch On b) Santa's Day c) Civic Carol Service

Please see all the attached risk assessments for the forthcoming dates. These detail the contact details for service providers, entertainers and emergency services for your information on the day.

**RECOMMENDATION:** That all Members read and accept the documents.

## **8. ALLOCATION OF DUTIES TO MEMBERS FOR THE ABOVE EVENTS**

### **9. PARADE & ROAD CLOSURE**

The road closure for the Christmas Light Switch On has been applied for, WMDC will process our request in the usual way by circulating details to the police, fire service etc. at the beginning of November if no objections are received the order should be sealed later in the month. If the Safety Advisory Group has any concerns with our application they will contact us direct. Please see the attached report for further information.

**RECOMMENDATION:** That the costs of training are approved and that all Councillors and staff attend.

### **10. POLICING FOR THE PARADE**

None

### **11. COMPARISON OF TRADER CHARGES AT EVENTS**

Please see attached comparison report and current charges.

### **12. CHRISTMAS TEA DANCE THURSDAY 10<sup>th</sup> DECEMBER AT 4PM**

Please note the date, tickets will be on sale shortly at £4.00 and Mr & Mrs Herries have been booked for the music.

### **13. EVENTS 2016 - HM THE QUEEN'S 90TH BIRTHDAY 2016**

The Queen is 90 years old on the 21st April 2016. In May plans have been unveiled for a four night event between 12th and the 15th May in conjunction with the Great Windsor Horse Show. In June a service of thanksgiving attended by the Queen and Duke of Edinburgh will be held at St Paul's cathedral on Friday, 10 June 2016. On Saturday the trooping of the colour ceremony, also known as the Queen's birthday parade will be staged in Horse Guards Parade. On Sunday 12th June a street party is to be held in the Mall.

If the Town Council wishes to mark the event Members are asked to consider dates and event suggestions.

### **14. FEATHERSTONE TRAIL**

It has been suggested that a list of walks and trails around Featherstone would help to promote the area in conjunction with the new website. Members are asked to expand this idea further.

### **15. Urgent Business for Discussion.**