



# Featherstone Town Council

Old Town Hall, Wakefield Road, Featherstone, West Yorkshire, WF7 5WW  
Tel: 01977 722654.

Email: [towncouncil@featherstone-tc.gov.uk](mailto:towncouncil@featherstone-tc.gov.uk) [www.featherstone-tc.gov.uk](http://www.featherstone-tc.gov.uk)

*Regenerating Supporting & Caring for our Community*

2<sup>nd</sup> November 2016

Dear Councillor

## EVENTS AND MARKETS COMMITTEE

You are summoned to a meeting of the **EVENTS AND MARKETS COMMITTEE of FEATHERSTONE TOWN COUNCIL** to be held in the **COUNCIL CHAMBER, OLD TOWN HALL, FEATHERSTONE** on **WEDNESDAY 9<sup>th</sup> NOVEMBER** at 6pm

*Mrs V Symons*  
Deputy 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 8<sup>th</sup> JUNE 2016

To receive the minutes of the Events Committee meeting held on the 8<sup>th</sup> June at 6pm, Minute numbers 35/16 to 44/16.

### 6. MINUTES OF THE EVENTS 2016 WORKING PARTY MEETINGS:

- a) 3<sup>rd</sup> June, b) 1<sup>st</sup> September, c) 15<sup>th</sup> September, d) 29<sup>th</sup> September, e) 13<sup>th</sup> October.

**RECOMMENDATION:** That the minutes of the Events 2016 Working Party meeting as in a) to e) above and the decisions and recommendations contained therein are approved and signed by the Chairman.

*Town Clerk Ms Sue Coles MILCM*



#### **7. EVENTS AT THE COMMUNITY CENTRE**

The handover of the Community Centre from Wakefield to the Town Council has been delayed. Wakefield Council has confirmed the Town Council's Christmas bookings however the Town Council needs to consider the arrangements for the keys, cleaning, opening and closing the building. The Development Manager is liaising with the Town Clerk to ensure availability and more details if available will be given at the meeting.

#### **8. RISK ASSESSMENT**

The Clerk's risk assessments are enclosed with the agenda for Christmas Light Switch On, Santa Day, Tea Dance, Civic Carol Service and Christmas Poster and presentation to the winner of the Queen's Birthday Card competition.

#### **PRIVATE AND CONFIDENTIAL**

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

Please see attached report.

#### **10. Urgent Business for Discussion.**