



Featherstone Town Council

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Regenerating Supporting & Caring for our Community

26 October 2017

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 2nd NOVEMBER TO FOLLOW THE PRECEPT WORKING PARTY.**

Vicky Symons
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 14th JUNE 2017

To receive the minutes of the Events Committee meeting held on the 14th June at 6pm, Minute numbers 91/17 to 101/17.

6. MINUTES OF THE EVENTS 2017 WORKING PARTY MEETINGS:

- a) 28 September, b) 5th October, c) 26th October

RECOMMENDATION: That the minutes of the Events 2017 Working Party meeting as in a) to c) above and the decisions and recommendations contained therein are approved and signed by the Chairman.

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

Town Clerk Mrs Vicky Symons



the Town Council needs to consider the arrangements for the keys, cleaning, opening and closing the building. The Library 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 will be available at the meeting for the Christmas Light Switch On and Santa Day. The Clerk has also requested a risk assessment from Jason King and if available this will also be available for Members to view and accept at the meeting.

9. Urgent Business for Discussion.

Closure