



EAST PRESTON PARISH COUNCIL

Council Office, 122 Sea Road, East Preston, West Sussex. BN16 1NN

01903 770050

eastpreston-pc.gov.uk

Email: clerk@eastpreston-pc.gov.uk

17th June 2022

Dear Councillor and Parishioners

RE: MAJOR EVENTS COMMITTEE

NOTICE IS HEREBY GIVEN AND COUNCILLORS ARE SUMMONED to a Meeting of the above Committee to be held on **Monday, 27th June 2022** at East Preston Infant School, Lashmar Road, East Preston commencing at 19:00.

The Public has the right to attend; however, numbers are currently limited and attendance should be booked in advance. Please call the Council Office before midday on the day of the meeting to book a space.

Yours sincerely

Clerk to the Council

To: All Members of the Major Events Committee

A G E N D A

1. Introductions
2. Annual Appointment of the Chairman of the Major Events Committee.
3. Annual Appointment of the Vice-Chairman of the Major Events Committee.
4. Apologies and Reasons for Absence.
5. Members and Officers are reminded to make any declarations of personal and/or prejudicial/pecuniary Interests they may have in relation to items on this Agenda.

This interest should be declared by stating:

- a) The item you have the interest in
- b) Whether it is a personal interest and the nature of the interest
- c) Whether it is also a prejudicial/pecuniary interest
- d) If it is a prejudicial/pecuniary interest, whether you will be exercising your right to speak under Public Question Time

Members and Officers will then need to re-declare any prejudicial/pecuniary interest at the commencement of the item or when the interest becomes apparent.

6. A **Public Question Time** of up to fifteen minutes. This question time is the only opportunity for the Public to speak during the meeting.

Members of the public are asked to identify themselves clearly when they first speak.

2022 events

7. Queen's Platinum Jubilee Weekend, 2nd to 5th June, 2022:
 - a) To review the Big Jubilee Lunch event.
8. Blue plaques:
 - a) To finalize plans for the unveiling of the Heywood Hardy plaque, 2nd July 2022.
9. East Preston Food and Drink Festival, 27th August 2022:
 - a) To consider any matters pertaining to this event;
 - b) To consider traffic management measures on the day;
 - c) To set a date for an informal review of the event.
10. *Funday Sunday*, 9th October, 2022:
 - a) To consider any matters relating to this event.
11. East Preston Christmas Celebrations, 26th November, 2022:
 - a) To consider any matters pertaining to this event.

2023 events

12. End-of-term Thank You party, 14th April 2023:
 - a) To continue thinking about this event.

Other matters

13. Terms of Reference:
 - a) To carry out the annual review of the committee's Terms of Reference.
14. To consider a draft Returning Businesses Policy for use in the council's events.
15. To approve the Minutes of the Meeting held on 25th April.
16. To receive an update on any matters from previous meetings.
17. New items to be referred to the next meeting (22nd August).

This meeting is open to the public. Where possible, members of the public are asked to be present five minutes before the start of the meeting.

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