



PRINCES RISBOROUGH TOWN COUNCIL



TO: THE MEMBERS OF THE EVENTS COMMITTEE (Councillors A Ball, J Roberts, N Davis, M Walsh, J Coombs, D Knights, L Byrne)

Dear Councillor,

You are summoned to attend a meeting of the **Events Committee** to be held at **Risborough Community Centre, Stratton Road, Princes Risborough** on **Tuesday 12th March 2019** **AT 6.45PM** when the business set out in the following agenda will be transacted.

Susanne Griffiths,
Clerk to the Town Council
6TH March 2019

AGENDA

1. Welcome and Apologies for Absence

Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk.

2. Acceptance of minutes of Previous Meeting of the 15th January 2019

To receive and approve as a correct record the minutes of the Events meeting held on the 15th January 2019

3. Declarations of Interest and Dispensations

To receive any pecuniary or non-pecuniary declarations of interest and confirmation of any relevant dispensations.

- i) Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, Members are required to declare any interests which are not currently entered in the Member's Register of Interests or if he/she has not notified the Monitoring Officer of it.
- ii) Should any Member have a Disclosable Pecuniary Interest in an item on the agenda, the Member may not participate in consideration of that item unless a Dispensation has first been requested (in writing) and granted by the Council (see Dispensation Procedure).

4. Correspondence

To discuss and decide on the response to correspondence received at the Town Council relating to the Events Committee

5. Committee Budget

To note spending to date in respect of this year's budget (see attached)

6. Focus Group

To receive a report from the Projects & Communications Assistant on the results of the recent focus groups.



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- 7. Festival Working Group**
To receive a report from the Festival Working Group and decide on any actions to be taken:
To approve the ticket prices for the Movie in the Park event
To approve the pitch prices for the food vendor(s) for Movie in the Park event
To approve the pitch prices for festival day
To approve the cost of the Celebrity Make Up Artist and ticket price
To agree on street entertainment for the 6th July 2019
- 8. Art in the Park**
To discuss and decide on expanding Art in the Park 2019
- 9. Annual Town Meeting Working Group**
To receive a report from the Annual Town Meeting Working Group and agree on actions to be taken.
- 10. Mobile Demo Kitchen**
To discuss and decide on whether to purchase a mobile demo kitchen for use at events
- 11. Future Agenda Items**
To receive items to be included in the next agenda that fall under the remit of this Committee
- 12. Exclusion of the Press and Public**
To pass a resolution to exclude the public and press in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 to approve the quotation for the Outdoor Cinema and Inflatable Run
- 13. Date of next meeting**
To note the date of the next meeting

Distribution – all Councillors, Noticeboards and Council website.

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND