



PRINCES RISBOROUGH TOWN COUNCIL



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MINUTES OF THE EVENTS COMMITTEE HELD ON
TUESDAY 15th JANUARY 2019 AT 7.15PM
IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH

PRESENT

Cllr. Andy Ball – Chairman

Cllr Matthew Walsh, Cllr Lee Byrne, Cllr Nathan Davis, Cllr Jan Roberts, Cllr David Knights and Cllr John Coombs.

In attendance

Deputy Clerk to the Council – Kirsty Pope

Projects & Communications Assistant – Annabelle Denbury

No members of the public were in attendance.

1. RECEIVE, NOTE AND AGREE APOLOGIES FOR ABSENCE

Apologies were received from Cllr McLauchlan who has work commitments.

2. MINUTES

RESOLVED: To agree the minutes of the Events Committee meeting held on the 9th October be signed as a true record.

3. DECLARATIONS OF INTEREST

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

None were declared.

4. CORRESPONDENCE

A sponsor has sent in details with regards to wanting to support our 2019 Festival/Lights Switch On
All present agreed. Office to contact Michael Graham to confirm acceptance of their office KP

An email has been received from a local school regarding the summer and winter festivals

The school would like to be considered to participate in the festivals.

Resolved. Cllr Walsh proposed that he meet with the Governor to discuss community involvement.

MW

5. CITIZENS AWARDS

a) On the criteria of the Citizen Awards.

Resolved: Working Group to be established to discuss future criteria and give recommendation on policy/criteria for recommendation to full Town Council. Working group to consist of the following members, Cllr Coombs, Cllr Walsh, and Cllr Knights and Projects & Comms Assistant.

b) On the introduction of new categories for the Citizens Awards.

Resolved: to be discussed as part of the above working group for recommendation to full Town Council.
JC/MW/DK/AD

6. COMMITTEE BUDGET

The Committee received a detailed income and expenditure budget update.

Resolved: that spending in respect of the 2018/19 budget be noted.

COMMENTS NOTED

7. REVIEW OF THE CHRISTMAS LIGHTS SWITCH ON

Resolved: Meeting to be arranged with Billy Pettigrove to discuss concerns raised following the Christmas Lights switch-on. Cllr Walsh, Cllr Ball and Cllr Roberts agreed to attend.

The office is requested to organize the meeting.

KP



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8. ANNUAL TOWN MEETING

Resolved: Further discussion on presentation content, the set-up and logistics of meeting is needed. It was agreed that a working group be established to discuss both the content of presentation, and aesthetic of the meeting. Cllr Walsh, Cllr Knights, Cllr Davis and Project and Comms Assistant to attend. **AD**

9. EVENTS CALENDAR

Resolved: The following dates were agreed for Town Council managed Events during 2019.

- 29th - 6th July – Festival week
- 30th November – Christmas Light Switch-on
- 20th April – Easter Event
- 23rd April - St Georges Day
- 16st June Father’s Day

The office is requested to email out a date(s) for the festival working group to meet. **AD**

10. SPONSORSHIP PACKAGES

Resolved: The member requested for the office to present possible Sponsorship Packages for town events for consideration at next Committee Meeting **AD**

11. AGENDA ITEMS FOR THE NEXT MEETING

To be advised

12. DATE OF NEXT MEETING

To be advised.

There being no further business to discuss, the meeting closed at 8:30pm

Chairman Date