



PRINCES RISBOROUGH TOWN COUNCIL



TO: THE MEMBERS OF THE EVENTS/PR COMMITTEE (Councillors A Frost, J Coombs, J Biss, S Coombs, M Roberts, S Marshall, A Ball, C Campbell)

You are summoned to attend a meeting of the Events/PR Committee to be held at the Princes Centre, Clifford Road, Princes Risborough on **Tuesday 8th February at 6.30 PM** when the business set out in the following agenda will be transacted.

Susanne Barter

**Clerk to the Town Council
2nd February 2022**

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 Previous minutes of the Events and PR Committees held on 16th November 2021

To receive and approve as a correct record the minutes of the Events and PR meetings held on the 16th November 2021

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. Public Forum

Ten minutes are available for the public to express a view or ask a question on relevant matters on the following Agenda, as provided for in Standing Order Number 3 (e-k). The public are welcome to stay and observe the rest of the meeting.

5. Correspondence

To discuss and decide on a response to correspondence received relating to the Events/PR Committee



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6. Brushwood Suite

- a) To discuss and decide on a revised date for the thank you/ volunteer event.
- b) To discuss and decide on the guest list
- c) To discuss and decide on catering requirements

7. Farmers Market

To discuss and decide on the 2022 dates and the location of the market.

8. Summer Festival 2022

To receive an update and decide on any actions to be taken

9. Platinum Jubilee of HM The Queen June 2022

To receive an update and decide on any actions to be taken

10. Easter Trail

To discuss and decide on whether to hold an Easter Trail Event

11. Heritage Trail

To receive an update on the Heritage Trail and decide on any actions to be taken

12. Crosstalk

To discuss the content for issue 76

13. Future Agenda Items

To receive items to be included in the next agenda that fall under the remit of this Committee

14. Date of next meeting

To be advised

Distribution – all Councillors, Noticeboards and Council website.

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND