



Prestbury Parish Council

Events Committee Meeting Agenda

Dear Committee Members,

You are summoned to a meeting on:

Date: Tuesday 15th November 2022

Time: 7:30pm

Venue: The Village Hall, Macclesfield Road, Prestbury. SK104BN

Note to Public and Press

Members of the public wishing to address the Council in respect of a planning application should do so during "Public Participation". Permission to speak will be at the discretion of the Chairman. Observers not wishing to attend in person can view but not participate in the meeting via Microsoft Teams. To view the meeting this way please forward your email address to the Clerk (clerk@prestbury.gov.uk) 48 hours before the above date, after which you will receive confirmation to join the meeting

AGENDA

1. Apologies:

To receive any apologies for absence and note any non-attendance.

2. Declarations of Interest –

To receive any disclosable pecuniary or other disclosable interests as required under Chapter 7 of the Localism Act 2011.

3. Public Participation –

The Chair may allow representations from members of the public.

4. Minutes – To approve the minutes of the following Events Committee meetings:

a. 25th October 2022

5. To review and consider the 'generic' event plan put into place.



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6. Winter Fair Event Plan:

- a. To agree the amalgamated risk assessment for the event.
- b. To consider and authorise the expenditure for the hiring of tables and chairs. (Note £200 deposit already paid.)
- c. Entertainment provision.
- d. Stalls issues (feedback from Independent Street).
- e. Marshalling required.
- f. To discuss and agree any other organisational matters.

7. Financial Plan

To receive a review from the chair on the financial plan for the Winter Fair.

8. Terms of Reference

To review the Terms of Reference for the committee for recommendation to Council.
Note – this might include inclusion of the management of theme 5 – Events from the emerging project plan.

9. Items raised by Chair, Clerk or Members

10. Date of next meeting and agreement of a meeting schedule until May 2023: -

To be discussed and agreed.

Signed Sue Davies

Clerk to the Council