







Heybridge Parish Council

Members of the **EVENTS COMMITTEE** of the Parish Council are hereby summoned to attend the meeting on **THURSDAY 10th SEPTEMBER 2015** in The Claydon Room, Plantation Hall, Colchester Road, Heybridge at 7.30pm for the purpose of transacting the following business.

Laurie Wiebe
Clerk to Heybridge Parish Council

4 September 2015

AGENDA

1.  Apologies for absence.
2. Chairman's Announcements
3.  **Minutes**
To receive and confirm the Minutes of the Events Committee held on 13th August 2015 (Appendix 1.)
4. To receive Member's declarations of Discloseable Pecuniary Interests, Other Registerable Pecuniary Interests, Registerable Non-Pecuniary Interests in items on the agenda. To note any dispensations granted.
5. Public participation session with respect to items on the agenda.
6. **Community Festival 2015 – SUNDAY 26 JULY 2015 - Review**
i) To receive written feedback about the general response to the Festival;
7.  **Remembrance Sunday Service – SUNDAY 8th NOVEMBER 2015**
i) To receive an update from Cllr. Edwards;
ii) To update the action plan.
8.  **Christmas Drinks Reception – FRIDAY 4th DECEMBER 2015**
i) To agree in-house catering arrangements by Council staff for a maximum budget of £250 (excluding alcoholic beverages.)
ii) To receive an update from Admin Assistant regarding alcoholic beverages;
ii) To agree an invitation list.

9.  **Community Festival 2016 – Heybridge Parish 30 years – 31 JULY 2016**

i) To update the action plan.

10. **Other Events**

i) Meet Your Councillors Event – 11 October 2015;

ii) Quiz Night – spring 2016;

iii) Any other events.

11. **Tourism and Leisure Representative – Cllr Perry**

i) To receive a report.

12. **Events Budget**

i) To review the events budget (to be circulated to Members.)

13. **Future Meetings**

The next Parish Council Meeting will be held on Thursday 17th September 2015 at 7:00pm.

The next meeting of the Planning Committee will be held on Thursday 1st October 2015 at 7:00pm.

The next scheduled meeting of the Events Committee will be held on Thursday 8th October 2015 at 7:30pm.