

**BRANSTON PARISH COUNCIL COMMUNICATION AND EVENTS COMMITTEE MEETING,
THURSDAY 10TH AUGUST, COMMENCING 6.00 P.M. CLAYS LANE SPORTS PAVILION**

Summons

Members of the Communication and Events Committee are summoned to attend the next meeting scheduled to take place on Thursday, 10th August 2023, commencing at 6.00 p.m. at Clays Lane Sports Pavilion for the transaction of the business shown on the agenda below.

Public Participation

Members of the public and press are entitled to attend parish council meetings in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by the Local Government Act 1972 Section 100 unless precluded by the Parish Council by resolution during the whole or part of the proceedings

Such entitlement does not however include the right to speak on any matter except at the beginning of the meeting. If possible prior notice to speak needs to be given to the Clerk by 12 noon on the day of the meeting: clerk@branstonparishcouncil.gov.uk or 01283 533011.

Any issues raised during public participation, no resolution for action can be taken unless already identified on the agenda.

A record of attendees during public participation shall be recorded.

The public question time shall not exceed 15 minutes unless by resolution or at the discretion of the chairman. If a member of the public wishes to share a document with council, these documents must be submitted to clerk@branstonparishcouncil.gov.uk by noon on the day of the meeting.

The 7 principles of public life

Selflessness, integrity, objectivity, accountability, openness, honesty and leadership. Members are reminded of their duty under the Code of Conduct.

Kay Lear

Mrs Kay Lear, Clerk/Proper Officer



**AGENDA – BRANSTON PARISH COUNCIL COMMUNICATION AND
EVENTS COMMITTEE MEETING
THURSDAY 10TH AUGUST, 2023, COMMENCING 6.00 P.M. CLAYS LANE SPORTS PAVILION**

Public participation - A maximum of 15 minutes will be allocated prior to the commencement of the meeting when members of the public may put questions/comments on any matter in relation to which the Parish Council has powers or duties which affect the area.

Terms of reference:

The committee will have delegated authority to advertise events. The clerk will make all bookings for parish council events and obtain the necessary risk assessments, public liability. The committee will where required work with outside bodies. The committee will work within the budget approved by full council for events.

1. Apologies for absence
2. Declaration of interest and dispensations
3. To approve minutes of the last meeting
4. To receive an update for the Remembrance Service Parade
5. To receive the proposed initial budget for the D Day Concert, 6th June 2024, for presentation to the Finance Committee.
6. To receive an update on the Family Fun Day, 2nd September 12 to 4pm.
7. To receive an update on committed expenditure for the Family Fun Day with a proposal to remove the PA system from the budget approved by full council.
8. To receive a proposal for the hiring of additional inflatables for the Family Fun Day, approximate additional cost £500.
9. To receive an update on the Party in the Park, scheduled for the 31st August 2024
10. To consider the draft sponsorship policy for presenting to full council

Kay Lear

Kay Lear – Clerk/Proper Officer

3rd August 2023