

Clerk to the Council
Sarah Gaeta

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3rd September 2026

To: Members of the Community Events Committee

You are hereby summoned to attend

**THE COMMUNITY EVENTS COMMITTEE MEETING
TO BE HELD AT THE VILLAGE HALL
ON TUESDAY 8TH SEPTEMBER 2026 AT 7.30 PM**

for the purpose of transacting the following business.

CL Truman

Clerk to the Committee

A G E N D A

26/E35 Apologies for Absence

26/E36 Minutes of the Community Events Committee Meeting held on 30th June 2026 to be taken as read and signed as a correct record by the Chairman.

26/E37 Declarations of Interest (existence and nature) with regards to items on the Agenda. Councillors are reminded that the code of conduct that took effect from 1st July 2012 provides that should they have a disclosable pecuniary interest in any matter under discussion, they should speak only in the public session, then withdraw from the room and not seek to influence a decision about the matter.

26/E38 Public Participation session with respect to items on the Agenda and other matters that are of mutual interest.

3 minutes per person; 15 minutes max

26/E39 Clerk's Report

To receive and note the updates on action points from the last meeting.

26/E40 Finance and General Purposes

- (a) To receive an update on finance.
- (b) To discuss and agree stall holder fees.
- (c) To discuss and set a budget of expenditure for presents from Santa.
- (d) To discuss and agree the price of Grotto tickets.

26/E41 Christmas in the Park

- (a) To receive an update of what has already been booked.
- (b) To discuss and agree key roles.
- (c) To discuss and agree the format of the event including timings.

- (d) To discuss and agree activities, entertainment and stalls/vendors.
- (e) To discuss and agree the date for the online sale of Santa's Grotto tickets.
- (f) To discuss and agree advertising and potential donations.

26/E42 Party in the Park

- (a) To review and discuss feedback from Party in the Park 2026.
- (b) To confirm the date of Party in the Park 2027.
- (c) To discuss whether Party in the Park 2027 should continue as a traditional music event or consider an alternative format.
- (d) To discuss and agree the bookings that are required at this stage.

26/E43 Matters for the next agenda

To propose matters for the next agenda.

Please direct any questions relating to items on the agenda to the Clerk by 9am on Monday 7th September 2026.

Date of next Community Events Committee Meeting – Tuesday 13th October 2026