

Clerk to the Council  
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14th September 2023

**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 19<sup>TH</sup> SEPTEMBER AUGUST 2023 AT 7.30 PM**

**for the purpose of transacting the following business.**

*CL Truman*

Clerk to the Committee

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**AGENDA**

**23/E1 Election of Chairman**

**23/E2 Election of Vice Chairman**

**23/E3 Co-option of new members**

**23/E4 Apologies for Absence**

**23/E5 Schedule of meetings to be set**

**23/E6 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*

**23/E7 Finance and General Purposes**

- (a) To receive an update on the budget
- (b) To discuss and agree whether the cost of bins is transferred to the stall holders and approve any rise in pitch fee.

**23/E8 Party in the Park**

- (a) To discuss and agree key roles
- (b) To agree the quote of £948 from Mobile Thrones for the hire of mobile toilets
- (c) To discuss and agree bands and entertainment and approve any expenditure resulting from this discussion
- (d) To discuss access to the site
- (e) To discuss and agree venue layout and parking
- (f) To discuss and agree sponsorship and advertising
- (g) To discuss and agree vendors

**23/E9 Christmas in the Park**

- (a) To discuss and agree the format of the event
- (b) To discuss and agree activities, entertainment and stalls/vendors
- (c) To discuss and agree approximate timings for the event
- (d) To discuss and agree key roles
- (e) To discuss and agree sponsorship and advertising

**23/E10 General Information**

To raise any matters for the next agenda.

*Please direct any questions relating to items on the agenda to the Clerk by 9am on Monday 18<sup>th</sup> September.*