**PREESALL TOWN COUNCIL**

20 June 2023

Dear Councillor,

You are hereby summoned to attend a meeting of the Civic Events Committee on 26 June 2023 at 3.30pm at Preesall Youth & Community Centre Lancaster Road, Preesall.

Andrea Kay

Clerk of Preesall Town Council

**This meeting may be being recorded by the council, members of the public or the press.**

Prior to the start of the meeting the chair will make an announcement to confirm if anyone present intends to record proceedings.

It is important to note that those intending to record do not have to indicate as such but are required to do this in a way that is not disruptive of the meeting and does not focus on the public gallery.

Members of the public participating in the meeting (e.g. making deputations, asking questions, making oral protests) should be aware that they may be filmed, recorded or reported on. If any member of the public speaking at the meeting does not wish to be recorded, they should let the chair of the meeting know.

"The chair of the meeting has the discretion to terminate or suspend filming or recording, if in their opinion continuation of the filming, recording or reporting would disrupt or prejudice the proceedings, infringe the rights of any individual or may lead to the breach of a legal obligation by the council."

# **A G E N D A**

1 Election of chair

Councillors are asked to elect the chair of the Civic Events committee.

2 Apologies for absence

3 Declaration of interests and dispensations

To receive from councillors, disclosures of pecuniary and non-pecuniary interest on matters to be considered at the meeting.

4 Public participation

The Mayor will ask councillors **to agree** to adjourn the meeting to allow non-councillors to speak. When dealing with public participation there is no obligation to respond immediately to comments made, other than those that relate to items on the agenda. If a councillor believes that comments received require a decision of the council and the item is not on the agenda, they can ask for this to be put on to the next meeting’s agenda. At the conclusion of the public session the Mayor will ask councillors **to agree** to reconvene the meeting.

5 May Day Event

Councillors are asked to provide updates on the May Day event.

What went well? What could be done differently? Suggestions for next time and confirm the date.

In addition, councillors are asked to approved a donation to sods for the face painting.

6 Civic Sunday

This year’s Civic Sunday will take place on the 23 July 2023 at St Oswald’s Church.

Councillors are asked to agree who will be invited and confirm if the church hall has booked.

7 Remembrance Sunday

Councillors are asked to confirm the arrangements for Remembrance Sunday, which member of the Clergy will be invited? Request extra Marshalls, are we booking the church hall for refreshment.

8 Christmas Lights

Councillors are asked to confirm the arrangements for the Christmas Lights Saturday 2 December 2023.

Can councillors confirm how many large trees are required?

In addition, is the council progressing with the refurbishment of the mini real trees into Preesall? It is customary for the mayor to purchase the children’s sweets, can the mayor confirm.

Who will be Father Christmas and is the council going to book the Toy Story truck and

has a sleigh been identified?

9 D Day Commemoration

Cllr Johnson would like to propose that the council holds an event to mark the occasion with regards to D Day.

Councillors are asked to consider the format of the event.

The next meeting of Full council will be held on **10 July 2023** - councillors are asked to raise matters to be included on the agenda and provide updates from working groups by notifying the clerk **in writing** **by Thursday 29 June 2023** at the latest. The item should specify the business which it is proposed be transacted, in such a way that the members who receive it can identify the matters which they will be expected to discuss i.e. it needs to specify what the proposal is and that a decision is required or whether the item is for information only.