



# PREESALL TOWN COUNCIL

27 September 2023

Dear Councillor,

You are hereby summoned to attend a meeting of the Civic Events Committee on 2<sup>nd</sup> October 2023 at 6.00pm in Preesall Youth & Community Centre Lancaster Road, Preesall.

Cllr T Johnson  
Chair of Civic Events Committee

**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."

## AGENDA

1 Apologies for absence

2 Declaration of interests and dispensations

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

3, Minutes of last meeting

Councillors are asked to confirm the minutes of the meeting held on the 26<sup>th</sup> June 2023

4 Public participation

The Chair 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.

5.1 Remembrance Day

Councillors are asked to discuss and confirm the arrangements for Remembrance Day on 11<sup>th</sup> November 2023 @Battle of Britain memorial.

5.2 Remembrance Sunday

Councillors are asked to discuss and confirm the arrangements for Remembrance Sunday parade on 12<sup>th</sup> November 2023

6 Christmas Lights

Councillors are asked to discuss and confirm the arrangements for the Christmas Lights Switch on event Saturday 2 December 2023.

7 .Future Events

Cllr Johnson would like councillors to agree what events we will organise next year (2024) and to consider initial issues needing to be considered associated with them.

8 Date of next meeting to be confirmed

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 9 October **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 28 September 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.