

Frodsham Town Council

You are hereby invited to attend a meeting of
The Events Committee
To be held on Tuesday 10 October 2017 at 7pm
In the Town Council Office, Castle Park, Frodsham



AGENDA

Meeting 1

| No | Item |
|------|--|
| 1 | Appointment of Chair |
| 2 | Appointment of Deputy Chair |
| 3 | TOR for the year To agree the Terms of Reference and recommend them to council |
| 4 | Apologies for absence |
| 5 | Declarations of Interest |
| 6 | Opportunity for Public to Speak No requests have been received by the Clerk. |
| 7 | Membership To agree the membership of the committee |
| 8 | Budget 2017-18 To review the budget and agree changes. |
| 9 | Events Programme To review the programme for 2017-18 and agree any actions |
| 10 | Christmas |
| 10.1 | Christmas Festival Working Group To note the next meeting is on 11 October, 2pm at Castle Park House. |
| 10.2 | Christmas Tree To note the Forestry Commission have donated a tree again this year. |
| 10.3 | Volunteers Party To agree the date of the annual party to thank volunteers for their efforts. |
| 11 | New Year's Eve Fireworks |
| 11.1 | To agree the quotation for the fireworks display @ £1195+VAT |
| 11.2 | To agree a date for a site visit with the Firework company. |
| 11.3 | To agree the quotation for the professional marshals, if required. |
| 12 | Festival of Walks To note the next meeting of the Working Group is on Thursday 12 October. |
| 13 | Events Sponsorship To agree the process for receiving and processing applications. |
| 14 | Annual Town meeting To agree the date, time and venue for the ATM in 2018. |
| 15 | Clerk's updates To note information items. |
| 16 | Next meeting To agree the date & time of future meetings. |