

Brandon Town Council
Events Committee Meeting
Thursday 23rd November 2023

NOTE: In the case of non-members, this agenda is for information only

BRANDON TOWN COUNCIL
Old School House, Market Hill, Brandon, Suffolk, IP27 0AA
Telephone 01842 811844

16th November 2023

TO ALL MEMBERS OF THE EVENTS COMMITTEE

You are hereby summoned to attend the **EVENTS COMMITTEE MEETING** to be held in the Council Chamber, Old School House, Market Hill, Brandon on Thursday 23rd November 2023 at 12.00pm



Donna Allen
Acting Town Clerk

Members requiring further information, or with specific questions are asked to raise these with the Clerk at least 2 working days before the meeting. If the information requested is available, this will be provided and reported to the Council

AGENDA

1. **APOLOGIES OF ABSENCE**
2. **DECLARATIONS OF INTEREST**
Members are reminded of their responsibility to declare any personal or prejudicial interest, which they have in any item of business on the agenda, and to leave the meeting prior to discussion and voting on the item.
3. **TO RECEIVE, CONFIRM AND SIGN MINUTES** of Events Committee Meeting of 25th September 2023.
4. **PUBLIC PARTICIPATION**
An invitation to members of the public to put questions/statements of not more than 3 minutes duration relating to items to be discussed in the public part of the agenda and as previously notified in writing to the Clerk, up to 15 minutes before commencement of the meeting and with the agreement of the Chairman of the Events Working Party Committee.

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5. **UPDATE** on the Christmas Event 2023:-
Running Order
Pitch Plan
Santas Grotto

6. **CORRESPONDENCE**

7. **ANY OTHER BUSINESS – AT THE DISCRETION OF THE CHAIRMAN**