

Brandon Town Council  
Events Committee Meeting  
Wednesday 19<sup>th</sup> April 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

13th April 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 Wednesday 19<sup>th</sup> April 2023 at 2.00pm

  
Graham Cock  
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 FOR 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 1<sup>st</sup> March 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.     **CORONATION EVENT:-** Layout  
  Arrival times  
  Running order  
  Tasks and responsibilities  
  Safety
  
6.     **CORRESPONDENCE**
  
7.     **ANY OTHER BUSINESS – AT THE DISCRETION OF THE CHAIRMAN**