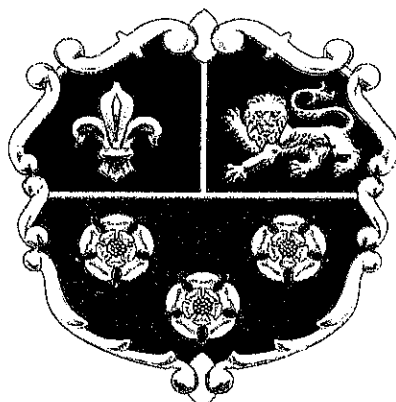


PRESCOT TOWN COUNCIL



1 Warrington Road, Prescott, Merseyside. L34 5QX

Tele: 0151 - 426 - 3933

Email: townclerk@prescot-tc.gov.uk

Dated this 26th October 2016

To the Members of the Events Committee

Councillors D. Allen (Chair) G. Flatley (Vice Chair), L. O'Keeffe, M. Allen,
J. Chadwick, S. O'Keeffe and D. Fairclough

YOU ARE HEREBY SUMMONED TO ATTEND
a meeting of the Events Committee for the Town of Prescott.
The meeting will be held on Wednesday 2nd November 2016 at Prescott Town Hall, 1
Warrington Road, Prescott commencing at 6.00 p.m.

A handwritten signature in black ink, appearing to be 'Daniel Wilson', written over a horizontal line.

Daniel Wilson
TOWN CLERK

AGENDA

1. **TO RECEIVE APOLOGIES** Verbal
To receive apologies of absence from committee members.

2. **DECLARATIONS OF INTEREST** Verbal
In accordance with Standing Order 1.15 members are invited to indicate any interests they may have in relation to items on the agenda for the meeting.

3. **MINUTES OF PREVIOUS COMMITTEE MEETING** (Pages 3-4)
To **APPROVE AND SIGN** the Minutes of the Events Committee Meeting held on 5th October 2016.

4. **ARMISTICE DAY 2016**
Members will be asked to provide feedback on the action plan. This will be provided on the day.

5. **PRESCOT CHRISTMAS LIGHT SWITCH ON EVENT 2016**
Members will be asked to provide feedback on the action plan. This will be provided on the day.

PRESCOT TOWN COUNCIL

EVENTS COMMITTEE MEETING

2ND NOVEMBER 2016

REPORT TITLE

Minutes of Previous Committee Meeting

BACKGROUND TO THE REPORT

As members are aware they are required to agree the minutes of the previous meeting as a true and accurate record of the business transacted at that meeting.

PURPOSE OF REPORT

To **AGREE** the minutes of the previous committee meeting as true and accurate.

REPORT PREPARED BY

Louise Sephton - Deputy Town Clerk

PRESCOT TOWN COUNCIL

A meeting of the **EVENTS COMMITTEE** for the **TOWN OF PRESCOT** was held on **WEDNESDAY, 5th October 2016** in the **PRESCOT TOWN HALL, 1 WARRINGTON ROAD, PRESCOT**, commencing at **6:00 P.M.**

ELECTED MEMBERS PRESENT

Councillors D Allen (Chair), G Flatley (Vice Chair), L O’Keeffe, J Chadwick, D Fairclough,
and M Allen

ALSO IN ATTENDANCE

L. Sephton (Deputy Town Clerk)
Cllr D Friar

15. TO RECEIVE APOLOGIES

Apologies were received from Cllr S O’Keeffe.

16. DECLARATIONS OF INTEREST

There were no Declarations of Interest received.

17. MINUTES OF PREVIOUS COMMITTEE MEETING

It was **UNANIMOUSLY RESOLVED** that the minutes of the Events Committee meeting held on 6th July 2016 be agreed as correct records and signed by the Chair.

18. ARMISTICE DAY 2016

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the recommendations contained within the report being:-

- Approve the Armistice Day Service in its suggested format with light refreshments to be held in the Church Hall depending on room availability.

19. PRESCOT CHRISTMAS LIGHT SWITCH ON EVENT 2016

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the recommendations contained within the report being:-

- Consider, make suggestions and agree to the proposals listed in section 2.1. and
- Agree the associated costs in section 3.1.

The meeting closed at 7.02 p.m.

Dated: 2nd November 2016

Signed:.....
(Cllr G Flatley– Vice Chair of Events Committee)

