

PRESCOT TOWN COUNCIL



Prescot Town Hall, 1 Warrington Road, Prescot, Merseyside. L34 5QX

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Dated this 29th day of February 2024

To the Members of the Events Committee

Councillors J. Burke, M. Burke, P. Cook, J. Edgar, T. Murray and
M. Sommerfield.

YOU ARE HEREBY SUMMONED TO ATTEND

**a meeting of the Events Committee for the Town of Prescot to be held at
Prescot Town Hall on Thursday 7th March 2024 at 6.00pm.**

**Alex Spencer
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 4 G ii. 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 3-6)
To **APPROVE AND SIGN** the Minutes of the Events Committee Meeting held on 1st February 2024.

4. **PRESCOT CARNIVAL 2024**
Members will be asked to discuss the action plan for this year's carnival.
This will be provided on the day.

PRESCOT TOWN COUNCIL

EVENTS COMMITTEE MEETING

7th MARCH 2024

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.

REPORTS PREPARED BY:

Louise Sephton – Deputy Town Clerk

PRESCOT TOWN COUNCIL

A meeting of the **EVENTS COMMITTEE** for the **TOWN OF PRESCOT** was held on **THURSDAY 1ST FEBRUARY 2024** in the **PRESCOT TOWN HALL**, commencing at **6:00 P.M.**

ELECTED MEMBERS PRESENT

Councillors J. Burke, M. Burke, P. Cook, J. Edgar, T. Murray and M. Sommerfield.

ALSO IN ATTENDANCE

L. Sephton (Deputy Town Clerk)

28. TO RECEIVE APOLOGIES

There were no apologies received for the meeting.

29. DECLARATIONS OF INTEREST

There were no declarations of interest received.

30. MINUTES OF PREVIOUS COMMITTEE MEETING

It was **UNANIMOUSLY RESOLVED** that the minutes of the Events Committee meeting held on 14th November 2023 be agreed as a correct record and signed by the Chair.

31. ARMISTICE DAY SERVICE 2023 – FEEDBACK REPORT

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the recommendations at 3.1 being: -

Using the powers granted to them under the terms of reference for Prescott Town Council Events Committee members should recommend to full council that:

The Armistice Day Service is retained in its current format for future years and that the budget for the event is increased to £200.

Members also requested that Fr Dominic Risley be formerly thanked in writing for organising and hosting the refreshments at Our Lady Immaculate & St Joseph Church.

32. PRESCOT CHRISTMAS CRACKER 2023 – FEEDBACK REPORT

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the recommendations at 4.1 being: -

Using the powers granted to them under the terms of reference for Prescott Town Council Events Committee, members should recommend to full council that:

The Christmas Cracker Event is retained for future years, with the location remaining at Prescott Town Hall and the next event will be held on Saturday 30th November 2024.

Members also requested that all the Friends Groups who had volunteered at the event be formerly thanked in writing.

33. SENIOR CITIZEN CHRISTMAS DROP IN 2023 – FEEDBACK REPORT

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the recommendations at 5.1 being: -

Using the powers granted to them under the terms of reference for Prescott Town Council Events Committee, members should recommend to full council that:

The Senior Citizen Christmas Drop In Event is retained for future years, with the location remaining at Prescott Town Hall and a possible date for the next event being Friday 6th December 2024.

34. EVENTS CALENDAR 2024-25

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the recommendations at 4.1 being: -

Using the powers granted to them under the Local Government Act 1972 s.145 members are asked to resolve to:

Agree the draft Events Calendar with associated budget as shown at 3.1 for approval at the next Town Council meeting with amendments to the Carnival budget to £14,000 and Prescott Christmas Cracker budget to £6,000.

35. PRESCOT CARNIVAL 2024

The Deputy Town Clerk updated members on Prescott Carnival and it was **UNANIMOUSLY AGREED** to:-

- Book the double wheel of death for £1,795.
- Have a separate area for music performers which L35 Radio will organise and arrange for performers at no cost.
- For the Deputy Town Clerk to get information and prices from Wonderland Theme Rooms and Loopy Lou's for mascots and characters.
- For the Deputy Town Clerk to get information and a price for the Bouncing Kangaroos on stilts.
- Increase the stall costs as follows: Food/Drink stalls £50, Other stalls £20, Non for profit/charity stalls £10 and information only stalls who are not selling or making any profit will continue to be free of charge.

The meeting closed at 6:52 p.m.

Dated: 7th March 2024

**Signed:.....
(Cllr M, Sommerfield, Chair of Events
Committee)**

