

**CLAYTON PARISH COUNCIL  
EVENTS COMMITTEE**

**MEETING HELD AT CLAYTON VILLAGE HALL – 1<sup>st</sup> October 2018 at 6.45PM**

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**Minutes**

- 2018/543      **PRESENT**  
Councillors: Thirkill (acting-chair), Vasey, Pitts, Cunningham & Hepton
- 2018/544      **IN ATTENDANCE**  
Helen Rankin, Asst clerk (approved late arrival)  
Claire Hepton (Clerk)  
2 councillors not serving on the committee
- 2018/545      **APOLOGIES FOR ABSENCE**  
Cllr Gudgeon – apologies approved
- 2018/546      **DISCLOSURES OF INTEREST**  
None
- 2018/547      **ADMISSION OF THE PUBLIC**  
None.
- 2018/548      **PREVIOUS MINUTES AND MATTERS ARISING**  
**Proposed:** Cllr Vasey                                  **Seconded:** Cllr Cunningham  
**All in favour**
- 2018/549      **EVENTS PLAN 2018/19**
- **Task List**  
Updated list was distributed and gaps filled in.
  - **Carols around the Christmas Tree**  
All matters in hand. Clerk to prepare promotional flyer. Clerk to contact Village Hall regarding room availability on the day of the event
  - **Remembrance Sunday refreshments**  
Cllr Pitts to liaise with the WI. Clerk to contact Village Hall regarding room availability on the morning of the event. It was agreed that no extra marketing material needs to be published.
  - **Dickensian Market**  
Clerk to contact the committee to see if any entertainment had been booked for the library. Tombola tickets and sweets to be bought by the clerk.
  - **Christmas decorations**  
LDR have re-quoted offering the same price as last year.  
Proposed: Cllr Thirkill                                  Seconded: Cllr Pitts  
All in favour
  - **Defibrillator training**  
Clerk to contact Village Hall regarding room availability for the event
- 2018/550      **PUBLIC CONSULTATION AND QUESTION TIME/ITEMS FOR NEXT AGENDA**  
2019 summer reading challenge
- 2018/551      **DATE OF NEXT MEETING**  
The next meeting is to be held on Monday 12<sup>th</sup> November 7.00 pm  
**There being no further business the meeting closed at 7.45pm**