

**CLAYTON PARISH COUNCIL**  
**EVENTS COMMITTEE MEETING**  
**4<sup>TH</sup> OCTOBER 2021**

**At Clayton Village Hall, Clayton 7.00pm**

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**ATTENDANCE RECORD**

**Would all members and officers please sign the attendance record below.  
Thank you.**

**CLAYTON PARISH COUNCIL  
EVENTS COMMITTEE**

**YOU ARE HEREBY SUMMONSED** to attend the meeting of Clayton Parish Council's Event Committee on **Monday 4<sup>th</sup> October 2021** at Clayton Village Hall commencing at **7.00pm** for the purpose of transacting the following business.

Members of the Press and Public are invited to attend and may address the Council when tabled at the invitation of the Chairman.

Helen Rankin

**Helen Rankin**  
Asst Clerk to Clayton Parish Council

**Tel: 01274 813134**  
email: [h.rankin@clayton-pc.gov.uk](mailto:h.rankin@clayton-pc.gov.uk)

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**AGENDA**

**1. APOLOGIES FOR ABSENCE**

To receive and consider the acceptance and approval of Absence notified by Members of the Committee.

**2. DISCLOSURES OF INTEREST**

To receive disclosure of personal and/or prejudicial interests from members of committee on matters to be considered at the meeting. The Disclosure must include the nature of the interest.

***Note:** Members may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial. A personal interest is prejudicial if it is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member's judgment of the public interest. Members must withdraw from the meeting if the interest is prejudicial unless a dispensation has been obtained from the Standards Committee.*

Members are reminded that under the Members Code of Conduct they must register within 28 days changes to their financial and other interest and notify the Monitoring Office of any gifts and hospitality received.

**3. ADMISSION OF THE PUBLIC**

**(Public Bodies (Admissions of Meetings) Act 1960, Schedule 12a and Clayton Parish Council Standing Order No. 67)**

To determine if any of the tabled items to be discussed require to be held in closed session.

**4. PREVIOUS EVENTS COMMITTEE MINUTES AND PROGRESS REPORT, FOR INFORMATION ONLY, ON MATTERS ARISING FROM THE MINUTES WHICH ARE NOT INCLUDED ON THE AGENDA (Papers previously circulated to Members).**

The Minutes of Clayton Parish Council's events committee meeting held on 6<sup>th</sup> September 2021 are currently unavailable thus will be deferred for approval at the next committee meeting.

**5. EVENTS PLAN**

• **Christmas lights -**

To discuss further updates and action where necessary.

• **Carols around the tree event**

• **Christmas tree plans**

Asst clerk to update the committee.

- **Remembrance Sunday**
- **Village grit bins**  
To discuss further updates and action where necessary

#### **2022 EVENT PLANNING**

- Short story/Art competition
- Queen platinum Jubilee celebration
- Picnic in the Park or library grounds
- Chatsworth House coach trip
- VE & VJ Veterans Day

#### **6. PUBLIC CONSULTATION AND QUESTION TIME**

To receive questions/comments from the Public on:

- Any matter which is tabled for discussion on the Agenda;
- Any other matter of public interest which is within the responsibilities of Clayton Parish Council's Events Committee, and;
- To receive suggestions of items for inclusion in the Agenda of the next Events Committee meeting from the public and also from members of Clayton Parish Council's Events Committee.

#### **7. DATE OF NEXT MEETING**

To agree the date of the next meeting.