

14 February 2024

Dear Councillor,

STAMFORD TOWN COUNCIL – NOTICE OF MEETING

You are hereby summoned to attend the Events Committee Meeting scheduled on **Monday 19th February 2024 at 6.30pm** at the Town Hall for the purpose of considering and passing such resolutions as may be necessary with respect of each item on the agenda attached.

Yours sincerely,



Town Clerk (Proper Officer)

(For information only to those Members not on the Committee)

Members:

Councillor	Andrew Croft	(Mayor)
Councillor	Joanna Winterbourne	(Chairman)
Councillor	Yvette Diaz-Munoz	(Vice-Chairman)
Councillor	Lisa Brewin	
Councillor	Jane Kingman	

AGENDA
FOR MEETING OF THE EVENT COMMITTEE
to be held at Town Hall on
MONDAY 19th FEBRUARY 2024 at 6.30pm

Members of the Public and Press are welcome to attend.

Anyone wishing to attend in person and speak at the meeting is required to register their request with the Council 48 hours prior to the meeting date.

For ease the public may view proceeding remotely by clicking on the link [HERE](#) to join the meeting.

- 1. To receive any public representation in respect of business on the agenda – In accordance with Standing Order 3e**
- 2. Apologies and reasons for absence - Committee to receive and resolve reasons for absence in accordance with the requirement of the Local Government Act 1972.**
- 3. Declarations of Interests - Committee to receive declarations of interest in accordance with the requirements of the Localism Act 2011, and to consider any applications for dispensations in relation to disclosable pecuniary interests or personal interests.**
- 4. To sign the Minutes** of the meeting held on 15 January 2024 as a true record of the meeting.
- 5. To consider Christmas Market 24 November 2024**
 - i. Consider quotations received regarding infrastructure*
 - ii. Consider booking fees*
 - iii. Consider entertainment*
 - iv. Consider Event advertising*
- 6. To consider Christmas Light Switch-on Thursday 21 November 2024**
 - i. Confirm times, layout and operation of event*
 - ii. Consider quotations received regarding infrastructure*
 - iii. Consider entertainment*
 - iv. Consider Event advertising*
 - v. Consider retailers participation*
 - vi. Feedback from de-brief meeting with Lighting Contractor*
- 7. To consider Christmas Carols December 2024**
 - i. Confirm date, times, and location*
 - ii. Consider quotations received regarding infrastructure*
 - iii. Consider entertainment*
 - iv. Consider Event advertising*
- 8. To consider Spooktacular Sunday 27 October 2024**
 - i. Confirm times and operation of event*
 - ii. Consider entertainment*
 - iii. Consider Event advertising*
- 9. To consider D-Day 80 6 June 2024**
 - i. Confirm times, location, and operation of Event*
 - ii. Consider entertainment*
 - iii. Consider event participants*
- 10. To consider Red Lion Square Craft Market 2024**
 - i. Update and feedback*
- 11. To consider Programmed Events**
 - i. Consider enquiry*
 - ii. Consider date change request*
- 12. Date of next meeting: Monday 18 March 2024**