

10 January 2024

Dear Councillor,

STAMFORD TOWN COUNCIL – NOTICE OF MEETING

You are hereby summoned to attend the Events Committee Meeting scheduled on **Monday 15th January 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 15th JANUARY 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 11 December 2023 as a true record of the meeting.
- 5. To consider Christmas Events 2024**
 - i. Confirm date and location for Light Switch-on*
 - ii. Confirm date for tree installation*
 - iii. Confirm contractor and proposed schedule for installation of Festive Lights 2024*
 - iv. Consider quotation for 2024 Festive Lighting Scheme and any potential upgrades*
 - v. Feedback on any issues encountered during Festive Lighting scheme removal*
 - vi. Consider the Booking Form and Fees for Christmas Market 24 November 2024*
- 6. To consider STC Events 2024/2025**
 - i. Consider Events Schedule 2024/25*
 - ii. Consider Event advertising 2024/25*
- 7. To consider D-Day 80 6 June 2024**
 - i. Consider Operation of Event*
 - ii. Consider Entertainment and budget for the Event*
- 8. To consider Red Lion Square Craft Market 2023**
 - i. Update and feedback*
- 9. Date of next meeting: Monday 19 February 2024**

Town Clerk 10 January 2024