



Long Stratton Town Council

Pavilion, Manor Road, Long Stratton, NR15 2XR

Chairman: Mr Kelly Lunness, Town Clerk: Mrs Becky Buck

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**Members are summoned to attend an Events Committee meeting of Long Stratton Town Council
which is to be held on Monday 3rd July 2023 at 7.00pm at the Pavilion.**

AGENDA AND NOTICE OF MEETING

1. **To elect a chairman for events meetings**
2. **To discuss and decide on Term of Reference for Events committee**
3. **To consider apologies for absence**
4. **To receive disclosures of interest and dispensation**
5. **To confirm minutes of meeting held 24th April 2023**
6. **Kings Coronation**
 - a. **To review the running costs and income of the event**
 - b. **To discuss what went well**
 - c. **To discuss and decide on what could be done differently.**
7. **To discuss and decide on remembrance day road closure**
8. **To discuss and decide on additional merchandise for remembrance day**
9. **Christmas event**
 - a. **To discuss and decide on ideal format**
 - b. **To discuss and decide on preferred stalls and entertainment**
 - c. **To discuss and decide on potential pitfalls to minimise risk**
 - d. **To identify the volunteers required**
10. **AOB (for discussion only)**