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| **Frampton Cotterell Parish Council** |  | **The Brockeridge Centre****Woodend Road****Frampton Cotterell****Bristol**BS36 2LQ |

 9th June 2022

An ORDINARY MEETING of the **EVENTS COMMITTEE** will be held on Tuesday 14th June 2022 at 7.00pm at the Brockeridge Centre and the following business will be transacted. All Committee Members are summoned to attend.

Kind Regards

Jill Allan

Reception/Administrative Officer to the Parish Council

**1 APOLOGIES FOR ABSENCE
 MOTION: To note apologies for absence.**

**2 DECLARATIONS OF INTEREST and DISPENSATIONS**With reference to items on the agenda Members are reminded of their responsibility to declare interests and to update their Register of Interests as required, and request any dispensations, under the Localism Act 2011.

**3 ELECTION OF CHAIR**

 **MOTION: Committee to elect a Chairman for the coming year**

**4 ELECTION OF VICE CHAIR**

**MOTION: Committee to elect a Vice Chair for the coming year**

**5 MINUTES OF THE PREVIOUS MEETING (24th March 2022)
MOTION: Committee to approve and sign the minutes of the previous meeting.**

**6 OPEN MEETING**Public participation: Members of the public will be invited to speak and/or question the Committee on issues relating to this agenda or raise issues for future consideration. The period of time designated for public participation at a meeting in accordance with the Council’s Standing Orders shall not exceed 15 minutes, max. 3 minutes per person, and will be under the direction of the chairman of the meeting.

**7 REMEMBRANCE PARADE**

MOTION: Committee to consider parade route, date and actions to be taken.

**8 HARVEST FOOD SHARE**

MOTION: Committee to consider a harvest food share event in collaboration with the Climate and Nature Committee

**9** **THANK YOU EVENT**

 MOTION: Committee to review how the event went and receive associated costs.

 MOTION: Committee to consider a similar event takes place for all volunteers in the future

**10 COMMUNITY AWARDS**

 **MOTION: Committee to consider and approve the drafted criteria and associated policy**

**11 RELAUNCH OF THE HAPPY TO CHAT CAFÉ**

 MOTION: Committee to consider and decide on the relaunch and possible name change.

 MOTION: Committee to decide on the most appropriate way to advertise the event

**12 QUEENS JUBILEE WATER BOTTLES**

MOTION: Committee to receive final costings.

**13 MACMILLAN COFFEE MORNING**

 **MOTION: Committee to consider and decide on an appropriate date for the 2022 event.**

**14 EVENTS COMMITTEE’S FUTURE**

MOTION: Committee to consider the dispansion of the committee to form an Events Working Group that will report all recommendations to the Finance and Governance Committee for approval.

**20 DATE OF NEXT MEETING**

TBA if the Committee is to continue.

**Members of the public and press are very welcome to attend.**