



PO Box 847, Roade, Northampton, NN7 9AB
Telephone: 01604 861976
Mobile: 07484 922868
Email: clerk@roadeparishcouncil.gov.uk
Website: www.roadeparishcouncil.gov.uk

Issued: 24th January 2024
To: All Parish Councillors
From: Mrs Alison Reynolds, Clerk to Roade Parish Council

Dear Committee Members

You are hereby summonsed to attend the Community Events Committee Meeting to be held in Roade Community Library, High Street, Roade, NN7 2NW

On **Tuesday 30th January 2024 at 7pm** for the purpose of transacting the following business:

AGENDA

CEC/24/1	To receive and approve apologies for absence
CEC/24/2	Public session
CEC/24/3	Declarations of Interest
CEC/24/4	Requests for Dispensation
CEC/24/5	Response to issues raised in the public session
CEC/24/6	Approval of the minutes of 8th November 2023
CEC/24/7	Matters arising from the minutes not covered elsewhere
CEC/24/8	Review Events Budget
CEC/24/9	Post event evaluations Resolve to evaluate the following events: 1. Remembrance Day 2. Christmas Lights Switch on
CEC/24/10	Event Consultation Receive feedback from the events public consultation and resolve next steps.
CEC/24/11	Easter Event 1. Review Budget/Expenditure 2. Resolve start & finish time 3. Agree design for the banner 4. Appoint members of the working party to design the trail. 5. Appoint volunteers to assist on the day. 6. Resolve to purchase or hire Easter Bunny costume 7. Resolve number of easter eggs needed for the event 8. Resolve activities/entertainment at the Bowls club 9. Resolve any next steps and future actions
CEC/24/12	D-Day 80th Anniversary

	<ol style="list-style-type: none"> 1. Review Budget/Expenditure 2. Receive updates 3. Agree design for banner 4. Resolve whether to purchase D-Day official lapel badges. 5. Resolve any next steps and future actions.
CEC/24/13	Close
CEC/24/14	Date of next meeting Tuesday 27th February 7pm at Roade Community Library.



Mrs A Reynolds
Clerk to Roade Parish Council

Please note, Members of the Public and Press are welcome to attend. Under the Openness of Local Government Bodies Regulations 2014 members of the public are permitted to photograph, film, broadcast and report on the meeting, subject to the efficient running of the business and the meeting not being disrupted.