



EAST PECKHAM PARISH COUNCIL

The Parish Office, East Peckham Jubilee Hall, Pippin Road, East Peckham, Tonbridge, Kent
TN12 5BT

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To Members of East Peckham Parish Council's Events Sub Committee Meeting

You are requested to attend a meeting of the committee on **Tuesday 21st February 2023** at 6.30 p.m. in the Meeting / Committee Room at the Jubilee Hall, Pippin Road, East Peckham, TN12 5BT.

16th February 2023

J. Perretta

Assistant Clerk of the Council

Agenda

NOTICE OF MEETING – Public Notice of the meeting has been given in accordance with Schedule 12, Para 10(2) of the Local Government Act 1972. The meeting is open to the press and public and may be filmed

Mobile phones must not be used during meetings

The meeting will adjourn to take questions from the public, the public may not speak at any other time unless invited to do so by the chairman

Only one conversation may happen at a time

All decisions require a proposer and a show of hands, a seconder is recommended.

Councillors are reminded of the seven Nolan Principles and Code of Conduct for conduct of people in public life.

1 Apologies for absence:

Present ;

Organisations present:

2 To approve the minutes of the meeting held on 17th January 2023.

3 Kings coronation -

3.1 To discuss and resolve budget

3.2 To discuss and resolve road closures.

3.3 To discuss and resolve numbers of stalls

3.4 To discuss and resolve merchandise for the event

3.5 To discuss and resolve job roles and responsibilities.

3.6 To discuss and resolve entertainers/costs and confirm bookings.

3.7 To discuss and resolve games and any purchases needed.

3.8 To discuss and resolve DJ and costs.

3.9 To discuss and resolve advertising and sponsorship.

4 To discuss and resolve any quotes, costs, expenses presented to secure bookings.

4 **Any other matters to be discussed at the next meeting.**

Next meeting date

To agree next meeting date –