

LYMM PARISH COUNCIL

Clerk to the Council: Kerry Duffin
Telephone: 07741 877870
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Address: The Village Hall, Pepper Street
Lymm WA13 0JB



23rd November 2022

Cllrs: Selwood, Gowland & Johnstone

You are hereby summonsed to attend the EVENTS COMMITTEE on 29th November 2022 at 8pm in Lymm Village Hall for the purpose of transacting the following business:

AGENDA

1. Introductions, welcome and housekeeping

2. Apologies for Absence

3. Declaration of Interests

Members are reminded of their responsibility to declare any personal interest or prejudicial interest they may have in any item of business on the agenda no later than when the item is reached.

4. Public Open Forum

5. Approval of previous meeting's minutes**

6. Discussion of progress of the previous meeting's actions

7. Carols from The Cross

7.1. Discussion about security and training for the event

7.2. Discussion and approval of the following documents to be submitted to Warrington Borough Council:

- Event Notification
- Event Management Plan
- Descriptions of Roles and Responsibilities
- Site Map
- Risk Assessment
- Any further documentation
- Agree level of insurance and cost - £5 or 10 million public liability cover **

7.3. Decision about the cost for 2 banners for the village at a budget of £150

7.4. Other updates as available.

8. Carols Postcard

Council to receive an update on the postcard and mailing.

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9. Xmas Trees and lights

- 9.1. Council to receive an update on the trees and lights
- 9.2. Council to receive an update on sponsorship of the trees.

10. Advent Trail

Council to receive an update on locations, sponsors and progress.

11. Current costs for festive activities will be presented

12. Any other updates not mentioned elsewhere on the agenda

13. Date of next meeting

KDuffin

Kerry Duffin
Clerk to the Council & Responsible Financial Officer