



# Thatcham Town Council

To: **Members of the Events Committee  
(8 Members)**

Councillor Jeff Brooks  
Councillor Mike Cole  
Councillor Jason Collis  
Councillor Jan Cover (Chairman)  
Councillor Ellen Crumly  
Councillor Richard Crumly (Vice-Chairman)  
Councillor Rob Denton-Powell  
Councillor Nathan Gregory

Town Clerk: Ms Mel Alexander

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To: Other Members for information

26<sup>th</sup> February 2019

Dear Councillor,

You are hereby invited to attend a meeting of the **Events Committee** to be held on **Monday 4<sup>th</sup> March 2019 at 7.00pm** in the Council Chamber, Council Offices, Brownsfield Road, Thatcham for the purpose of transacting the following business.

**If you are unable to attend please inform the Office and appoint a substitute to attend in your place.**

Yours sincerely,

Mel Alexander (Ms.)  
Town Clerk

## AGENDA

**1. APOLOGIES FOR ABSENCE**

To receive apologies for absence.

**2. DECLARATIONS OF INTEREST**

To receive from Members, in respect of any items included on the agenda for this meeting, declaration of any personal, disclosable pecuniary or other interests in line with the Town Council's Code of Conduct.



- 3. MINUTES**  
To take as read and confirm as accurate the Minutes of the meeting held on 19<sup>th</sup> September 2018 (enclosed).
- 4. MATTERS ARISING FROM PREVIOUS MEETING**
  - a) **Clerk's Report**  
VC Panel Unveiling
  - b) **Other Matters**
- 5. EVENT MANAGEMENT PLANS**  
To receive and consider a report regarding event management plans for the Town Council's large-scale outdoor events (enclosed).
- 6. COMMONWEALTH DAY**  
To receive and consider a report regarding the forthcoming Fly a Flag for the Commonwealth event (enclosed).
- 7. THATCHAM FAMILY FUN DAY**  
To discuss plans for the Thatcham Family Fun Day to be held on Sunday 30<sup>th</sup> June 2019.
- 8. UNITED SERVICE OF REMEMBRANCE**  
To discuss plans for the United Service of Remembrance to be held on Sunday 14<sup>th</sup> July 2019.
- 9. FUN ON THE BROADWAY**  
To discuss plans for the Fun on The Broadway event to be held on Thursday 29<sup>th</sup> August 2019.
- 10. THATCHAM FESTIVAL**
  - a. To receive and consider a report amending the Aim and Objectives of the Thatcham Festival (enclosed).
  - b. To discuss plans for the Thatcham Festival to be held from 12<sup>th</sup> to 20<sup>th</sup> October 2019.
- 11. REMEMBRANCE SUNDAY PARADE & ARMISTICE DAY**
  - a. To discuss plans for the Remembrance Sunday Parade to be held on Sunday 10<sup>th</sup> November 2019.
  - b. To discuss plans for the Armistice Day service to be held on Monday 11<sup>th</sup> November 2019.
- 12. THATCHAM CHRISTMAS LIGHTS SWITCH ON**
  - a. To receive and consider the feedback from the 2018 Christmas Lights Switch On (enclosed).
  - b. To receive and consider a report regarding installing a new chamber for the Christmas tree and the purchase of new lights for the Christmas Tree (enclosed).
  - c. To discuss plans for the Christmas Lights Switch On to be held on Friday 6<sup>th</sup> December 2019.
- 13. BUDGET/EXPENDITURE COSTS**  
To receive and note income and expenditure costs against event cost centres for the year to date (to follow).