

Members of the **Blakeney Parish Council 'Events/Party on The Pastures Committee'** will meet on **Monday 3<sup>rd</sup> June 2024 at 5pm** in The Parish Office.  
*All committee members are hereby summoned to attend.*

*Tracey Bayfield*

Clerk to Blakeney Parish Council  
Dated: 28<sup>th</sup> May 2024

**AGENDA for Monday 3<sup>rd</sup> June 2024**

1. To appoint a **Chairman** for 2024/25.
2. To receive **Apologies for absence**.
3. To receive **Declarations of Interest or requests for Dispensations** from any committee member.
4. To receive & approve **Minutes** of the Events Committee meeting held on Monday 19<sup>th</sup> February 2023.
5. **Open Public Session** if required. (*Maximum of 15 minutes.*)
6. **Bookings for Sunday 18<sup>th</sup> August 2024** – To receive, consider/update and confirm additional information to include our bookings, and stall bookings. (General headings below, we will go into detail and use the previous minutes as an aid.)

<b>Music</b>
<b>Big Top/Stage</b>
<b>Entertainment</b>
<b>Dog Show</b>
<b>Food &amp; Drink</b>
<b>P.A. System &amp; Lighting</b>
<b>Trade Stalls</b>
<b>Charity Stalls</b>
<b>Car Boots</b>
<b>Auction of Promises</b>
<b>Publicity</b>
<b>Toilets</b>
<b>First Aid</b>
<b>Event Programme/Timings</b>
<b>Car Parking</b>
<b>Site Plan, Risk Assessments &amp; Insurance</b>
<b>Community Awards presentation</b>
<b>Budget</b>

7. To receive an update on **Bingo in the 'Big Top'** on the evening of **Saturday 17<sup>th</sup> August**.
8. To consider any items not covered above in relation to the **Event** which need to be addressed this evening or carried forward to the next meeting/agenda.

**9. To agree Date of next meeting.**

***Meeting closed.***