



NOTICE OF MEETING – EVENTS STEERING GROUP

The Events Steering Group will meet
on **Wednesday 13th June 2018 at 7:00pm**
at **Catshill Village Hall, Community Room**
Golden Cross Lane, Catshill,
Bromsgrove, B61 0JZ

The Events Steering Group is a community group and includes residents of Catshill and North Marlbrook Parish

1. Apologies for absence
2. Welcome from the Chair
3. Declarations of Interest (Members' Code of Conduct)
Steering Group members are expected to declare the interest if an agenda item relates to their entry on the Members' Register of Interests, and to declare any Other Disclosable Interests if pertinent to items on this agenda. In the event of a Disclosable Interest members are required to leave the meeting during discussion of that item unless granted dispensation to do otherwise.
4. To consider members' written requests for dispensation, if requested
5. Adjournment of meeting for Public Question Time
Members of the public are invited to speak on any agenda item. Time allowed up to 15 mins
6. To appoint a Member to take minutes of the meeting in the absence of the Clerk
7. To agree the Terms of Reference of the Steering Group prior to ratification at Full Parish Council
8. To review and discuss urgent matters relating to the following Events:
(to include allocation of any actions to Members of the Group/Clerk)
 - 8.1 Christmas Light Switch on
 - 8.2 Bonfire Event
 - 8.3 Remembrance Service
 - 8.4 WW1 Commemoration Event
 - 8.5 Christmas Meal Event
 - 8.6 Possible Music Festival
9. To agree working parties for each of the above events
10. To agree the time, date and venue of the next meeting of the Steering Group
(Working Groups to agree their own)
11. A.O.B

Rebekah Powell
Clerk to the Council, 07/06/18

Parish Council Representatives on this Steering Group: Cllr N Ward (Chair), Cllr T Gillespie (Vice Chair), Cllr P Baker, Cllr M Ball, Cllr P Masters, Cllr B McEldowney, Cllr C Stark, Cllr O Sweeting (ex officio)
Catshill and North Marlbrook Parish Council, Catshill Village Hall, Golden Cross Lane, Catshill B61 0JZ
clerk@catshillandnorthmarlbrook-pc.gov.uk / tel: 01527 873266 or 07813 671899