

**EVENTS**  
**PRINCES RISBOROUGH TOWN COUNCIL**  
**DRAFT MINUTES OF THE EVENTS COMMITTEE HELD ON**  
**TUESDAY 7<sup>TH</sup> MARCH 2017 AT 8.00PM**  
**IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH.**

**PRESENT**

Cllr Coombs, Cllr Ball, Cllr Davis, Cllr Walsh and Cllr Knights  
Kirsty Pope (Deputy Clerk)  
Nicola Mackinnon (Project & Communications)

**1. TO RECEIVE, NOTE AND AGREE APOLOGIES FOR ABSENCE**

RESOLVED: To receive, note and accept the following apologies from Councillors for non-attendance at the meeting. Apologies from Cllr McLauchlan due to work commitments.

**2. MINUTES**

To receive and accept the draft Minutes:

RESOLVED: That the draft Minutes be duly received, accepted and agreed and that the minutes of the Events meeting on the 7<sup>th</sup> February 2017 be signed as a true record.

**3. DECLARATIONS OF INTEREST**

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and the nature of that interest which they may have in any of the items under consideration at this meeting. None were declared

**4. CORRESPONDENCE**

**Email from Art in the Park entrant to ask if they could have the artwork when removed**

All present agreed to this request and suggested that all the entrants are contacted to see if they would like their print.

**KP**

**5. TO RECEIVE A REPORT FROM THE DEPUTY CLERK**

The Clerk updated the members on the actions from the previous meeting of the 7<sup>th</sup> February.

**6. UPDATE ON THE EASTER EGG TREE EVENT**

Nicola update the members on the progress to date. Monks Risborough Primary School, Princes Risborough Primary School, St Teresa's School and The Princes Centre have all been allocated trees in various areas of the town. The plan is to collect all the eggs the week before the Easter break and set up a volunteer group to help hang the eggs on Thursday 30<sup>th</sup> March. The office will source small plaques to go into the ground to explain why the trees have been decorated and by whom.

**Resolved: NM to continue to progress the event with the schools.**

**NM**

**7. TO RECEIVE AN UPDATE ON THE SUMMER FESTIVAL WORKING GROUP**

The members received an full update on the progress made for the festival on the 8<sup>th</sup> July. It was agreed that a recommendation should be made to the Town Council to designate a free parking day on the 8<sup>th</sup> July.

**8. UPDATE ON THE VOLUNTEERS RECOGNITION EVENT**

The date for the event is planned for Thursday 22<sup>nd</sup> June at the Princes Centre at 7pm.

**Resolved: For the office to circulate a list of potential guests and the date/time to all the councillors and office staff.**

**NM**

**9. UPDATE ON THE MARKET HOUSE OPENING**

Resolved: The date for the opening of the Market House is planned for Friday 19<sup>th</sup> May. It was agreed that a working group would be set up to manage the event. The w/g to consist of: MW/ND/JC and NM, dates to be circulated for the first meeting.

**NM**

**10. AGENDA ITEMS FOR NEXT MEETING.**

- a) Update from Summer Festival working group
- b) Update on RAF Freedom Parade
- c) Update on Volunteer Recognition event
- d) Update on the Market House opening

**11. DATE OF NEXT MEETING.**

The next meeting of the Committee is TBA

There being no further business to discuss, the meeting closed at 8.30pm

Chairman ..... Date