

# PREESALL TOWN COUNCIL



7 June 2022

You are hereby summoned to attend a meeting of Preesall Town Council's civic events committee on **Monday 13 June at 5.30pm** at Preesall Youth and Community Centre.

Members of the public should note that this meeting may be recorded. Any recording is subject to the council's audio and video recording policy.

A handwritten signature in black ink, appearing to read 'A. May', is set against a light blue rectangular background.

**Alison May**  
**Clerk to the Council**

## A G E N D A

### **1 Election of chair**

As this is the first meeting of the civic events committee in the 2022/23 civic year councillors are asked to appoint a chair for the committee.

### **2 Apologies for absence**

To receive apologies for absence.

### **3 Declaration of interest and dispensations**

To receive from councillors, disclosures of pecuniary and non-pecuniary interest and dispensation requests on matters to be considered at the meeting.

### **4 Minutes of the last meeting**

These were approved by committee members at the full council meeting held on 14 February.

### **5 Public participation**

The chair will ask councillors to agree to adjourn the meeting to allow non-councillors to speak and will ask councillors to agree to reconvene the meeting on the conclusion of public participation.

### **6 Civic Sunday**

The last formal Civic Sunday event took place in 2019 and was linked to a church service for volunteers. The Mayor has suggested 19 June for this year's event and asked the clerk to

check whether the church has any plans for a special service this year. Rev. Shaw has responded that it would be difficult to organise anything through the summer months and “I suggest the 10.30 service on 18 September as being a good date/time with 4 September as an alternative if that suits you better”. Councillors are asked **to consider** how they wish to proceed.

## **7 Episodes in History event**

Urgent action is required regarding the proposed attendance of the Earl of Manchester’s Company of Foot joining the procession on gala day and providing demonstrations on the gala field. Although they are attending on gala day it is Preesall Town Council’s responsibility to ensure that the correct documentation has been completed, risk assessments have been undertaken, first aid arrangements are in place, the locality of demonstrations are logged and forwarded to Wyre Council and the council’s insurers have been consulted. There is also a requirement for named councillors to be present and undertaking allocated tasks throughout the day.

The nature of the event has also changed since funding was agreed by the town council and therefore a decision is required as to whether it still provides value for money. Councillors are asked to consider the **emailed** documentation and **to determine** how they wish to proceed. Given the timeframe and nature of the decisions to be made this item has also been put on the main council agenda for it to receive feedback from the chair of this committee on decisions and recommendations it makes.

## **8 Operation London Bridge**

In 2020 councillors created a first draft of the policy (**enclosed**). This has yet to be finalised. Councillors are asked to consider the policy to date and come to the meeting prepared to make recommendations for the creation of a final version of the document.

## **9 Christmas lights arrangements for 2022**

The paperwork for road closures needs to be completed in August at the latest. Councillors are asked to put forward ideas as to the format of this year’s event.

## **10 Date of next meeting**

To be arranged.