

# HENLEY-ON-THAMES TOWN COUNCIL

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COUNCIL OFFICES  
TOWN HALL  
HENLEY-ON-THAMES  
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RG9 2AQ

## **COUNCILLORS ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE EVENTS SUB COMMITTEE**

on **FRIDAY 19<sup>th</sup> OCTOBER 2018 AT 9.30 am**

in the **COMMITTEE ROOM, TOWN HALL, HENLEY-ON-THAMES**

A handwritten signature in cursive script, appearing to read 'J Wheeler', with a horizontal line underneath.

Mrs J Wheeler  
Town Clerk  
Oct 15 2018

### **MEMBERSHIP:**

Councillor Sarah Miller (Chairman)  
Councillor D Eggleton (Vice)  
Councillor Miss S Evans  
Councillor Will Hamilton  
Councillor Miss L Hillier  
Councillor K Hinton  
Mayor, Councillor G Lambert (ex officio)

Mr Laurence Morris – Laurence Menswear  
Mr R Rodway – *Living Advent Calendar*  
Mr R Reed  
Mrs J Wheeler – Town Clerk  
Ms H Barnett – Town & Community Manager  
Mr K Bishop – Acting Parks Manager  
Mrs N Taylor – Office Manager  
Mrs L Wisely – Mayors PA

*Members are reminded to sign the attendance book.*

# AGENDA

1. **APOLOGIES FOR ABSENCE** - TO RECEIVE apologies for absence.

2. **DECLARATION OF INTEREST** - TO RECEIVE declarations of interest.

*Members are hereby reminded that, under the provision of the Localism Act 2011 (Chapter 7, part 1) and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 (S.I 2012/1464), a member with a disclosable pecuniary interest of which they are aware in a matter who attends a meeting of the authority at which the matter is considered must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent. A member with a disclosable pecuniary interest in any matter must withdraw from the room or chamber where a meeting is being held whenever it becomes apparent that the matter is being considered at that meeting, unless he/she has obtained a dispensation from the Council, and not seek improperly to influence the decision about that matter.*

3. **MINUTES** - TO RECEIVE minutes of the meeting held on 14th September 2018

4. **PUBLIC PARTICIPATION SESSION**

TO RECEIVE questions and comments from members of the public on any items included on the agenda. The session to last no longer than 10 minutes and each speaker to be limited to 2 to 3 minutes.

5. **HENLEY AT CHRISTMAS 2018**

(i) Christmas Festival 30 November 2018

- **Update** on the format of this year's Christmas Festival

(ii) Living Advent

- **TO RECEIVE** an update from Richard Rodway.

(iii) Small Christmas tree's

- **TO RECEIVE** an update and review costs

6. **REMEMBRANCE WEEKEND**

(i) Saturday 10 November 2018

- Aliquando Event **TO RECEIVE** an update from Helen Barnett.
- Kenton Theatre Event **TO RECEIVE** an update from Nicci Taylor

ii) Sunday 11 November 2018

- Remembrance Sunday Service **TO RECEIVE** an update from Nicci Taylor
- Evening Beacon Lighting Remembrance Event (Makins) **TO RECEIVE** an update from Cllr Eggleton.

7. **OTHER HTC SUPPORTED EVENTS**

- i) **TO RECEIVE** an update on Mayors Events from the Mayors PA.
- ii) **TO RECEIVE** an update on the Santa fun run – Cllr Miller
- iii) **TO CONSIDER** the dates for a possible Health and Wellbeing Day and other events for 2019

8. **BUDGET UPDATE**

- (i) **TO CONSIDER** a combined budget for Christmas

9. **ANY OTHER BUSINESS**

10. **DIARY DATES FOR NEXT MEETINGS:**

Please note change of date: **Monday 5<sup>th</sup> November – 2.00pm** from Friday 19<sup>th</sup> October 11am– SAG Meeting for Festival events on 30 November

**Friday 11 January - 9.30am** – Christmas Wash up Meeting

HB/NT

15<sup>th</sup> October 2018